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STATE OF NEW YORK

No. 48

IN ASSEMBLY

MARCH 27, 1916

THIRTY-THIRD ANNUAL REPORT

OF THE

STATE CIVIL SERVICE COMMISSION


STATE OF NEW YORK — EXECUTIVE CHAMBER

ALBANY, N. Y., *March* 27, 1916

To the Legislature:

I have the honor to transmit herewith the Thirty-third Annual Report of the State Civil Service Commission, being for the year 1915.

(Signed) CHARLES S. WHITMAN.



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APPENDIX A

STATISTICAL TABLES OF EXAMINATIONS

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GENERAL SUMMARY OF EXAMINATIONS HELD DURING THE YEAR 1915

OPEN COMPETITIVE EXAMINATIONS, 1915

Date of examination	KIND OF EXAMINATION	Number passed	Number failed	Total number examined	Date of report
Jan. 7 13 23	Probation officer, Steuben county court.....	9	5	14	Jan. 11
	Probation officer, Niagara county.....	7	3	10	Jan. 29
	Assistant in photochemistry, institute for study of malignant disease, Buffalo.....	13	1	14	Feb. 9
	Assistant actuary, insurance department.....	1	5	6	July 2
	Assistant chemist, Geneva Agricultural Experiment Station.....	13	5	18	Mar. 2
	Assistant examiner, insurance department.....	21	108	129	May 17
	Assistant examiner of claims, workmen's compensation commission.....	60	1,432	1,492	Oct. 20
	Assistant statistician, hospital commission.....	7	9	16	Mar. 18
	Assistant supreme court clerk, Monroe county..	3	5	8	Feb. 10
	Bacteriologist, department of health.....	30	10	40	Feb. 16
	Bookkeeper, grades 5 and 6, departments and institutions.....	181	191	372	May 5
	Chief surveyor, conservation commission.....	8	2	10	Jan. 23
	Clerk, Nassau county.....	33	60	93	Mar. 15
	Cottage matron, reformatory institutions for women.....	25	23	48	April 8
	Engineering draftsman.....	22	158	180	June 11
	Examiner of inventories, fiscal supervisor of charities.....	32	19	51	Feb. 24
	Expert copyist of historical documents, education department.....	6	6	Feb. 17
	Florist, state institutions.....	22	22	5
	General patrolman, department of public works	58	7	65	Mar. 20
	Instructor in domestic arts, reformatory institutions for women.....	9	9	Feb. 13
	Italian interpreter, workmen's compensation commission.....	40	99	139	Sept. 14
	Junior assistant, engineering departments.....	98	406	504	Apr. 24
	Junior draftsman.....	27	133	160	June 9
	Map draftsman.....	13	35	48	Apr. 15
	Multigraph operator, workmen's compensation commission.....	46	5	51	Apr. 21
	Music teacher (female) school for blind, Batavia	9	9	Feb. 5
	Parole officer, state prison service.....	41	79	120	June 22
	Physician, Onondaga county home.....	1	1	Jan. 25
	Physiological chemist, department of health....	4	1	5	Mar. 20
	Prison and reformatory guard.....	289	140	429	July 17
	Probation officer, St. Lawrence county.....	10	6	16	Jan. 28
	Sealer of weights and measures, Fulton county.	10	6	16	28
	Specification writer, department of architecture.	6	4	10	June 15
	Statute law indexer, state library.....	3	26	29	Feb. 5
	Superintendent, tuberculosis hospital, Fulton county.....	11	11	26
	Supervising matron and dietitian.....	7	7	June 28
	Teacher, reformatory institutions for women..	22	22	Mar. 11
	Typewriter copyist, N. Y. county service (male)	224	48	272	Mar. 16
	Watchman, Niagara reservation.....	36	5	41	Mar. 4
	Watchman, school of agriculture, Morrisville...	8	2	10	Mar. 1
	Total, January.....	1,465	3,038	4,503	
Feb. 9 13 27	Police officer, town of Scarsdale.....	9	3	12	Feb. 17
	Court stenographer, 1st and 2nd judicial districts	39	170	209	May 24
	Assistant examiner of claims (women only) workmen's compensation commission.....	65	154	219	Oct. 19
	Assistant in palcontology, state museum.....	2	2	Mar. 1
	Assistant superintendent, tuberculosis ward, Erie county home and hospital.....	6	6	Mar. 9
	Assistant foreman of lumbering, Clinton prison	17	17	Mar. 10
	Chainman.....	362	152	514	May. 26
	Clerk and junior clerk, Erie county.....	129	93	222	Apr. 28
	Clerk copyist, Suffolk county.....	18	6	24	6
	Clerk, court of appeals library, Onondaga county (women only).....	3	16	19	Mar. 30
	Court clerk, Suffolk county.....	3	1	4	Mar. 11

LIST OF OPEN COMPETITIVE EXAMINATIONS, 1915 — *Continued*

Date of examination	KIND OF EXAMINATION	Number passed	Number failed	Total number examined	Date of report	
Feb. 27	Dentist, state institutions.....	17	17	Mar. 10	
	Director, division of communicable diseases. department of health.....	13	4	17	May 10	
	Director, division of public health nursing, department of health.....	9	27	36	May 13	
	Examiner, education department:					
	Commercial subjects.....	4	4	8	June 17	
	Drawing.....	3	2	5	11	
	Biologic science.....	4	7	11	May 20	
	English.....	21	11	32	June 19	
	Mathematics.....	7	13	20	19	
	History.....	19	3	22	June 18	
	Foreman plumber.....	152	15	167	Mar. 19	
	Hollerith tabulating machine operator, workmen's compensation commission.....	30	21	51	June 29	
	Inspector of construction, Greene county.....	3	4	7	April 2	
	Junior assistant, engineering departments.....	146	242	388	May 4	
	Physician, sheriff's office, Richmond county....	6	6	May 20	
	Police officer, town of Scarsdale.....	9	3	12	Feb. 17	
	Principal or assistant principal, nurse training school, hospitals for the insane.....	4	4	April 2	
	Recording clerk, Orange county.....	5	4	9	3	
	Special deputy clerk, Niagara county.....	1	1	2	Mar. 11	
	Stenographer (Polish and German), department of labor.....	2	1	3	20	
	Superintendent, tuberculosis hospital, Onondaga county.....	13	1	14	15	
		Total, February.....	1,121	958	2,079	
Mar. 6	Assistant keeper, house of industry, Rensselaer county.....	1	1	Mar. 9	
	Assistant lockmaster, department of public works.....	130	56	186	31	
	Assistant nurse (male) house of industry, Rensselaer county.....	1	1	10	
	Fireman, house of industry, Rensselaer county.....	2	0	2	9	
	Keeper, house of industry, Rensselaer county..	1	1	9	
	Lockmaster, department of public works.....	71	44	115	30	
	Lock operator, department of public works....	82	33	115	31	
	Nurse, house of industry, Rensselaer county...	1	1	10	
	Physician (temporary relief) Rensselaer county	1	1	9	
	Superintendent, tuberculosis hospital, Oswego county.....	5	5	16	
		Total, March.....	295	133	428	
April 3	Assistant attending surgeon, hospital for crippled children, West Haverstraw.....	30	30	April 22	
	Superintendent of highways, Putnam county...	5	1	6	22	
	Examiner, state civil service commission.....	11	4	15	21	
	Inspector of construction, department of highways.....	37	31	68	27	
	Junior assistant, engineering departments.....	177	190	367	June 3	
	Junior clerk.....	596	72	668	15	
	Kitchen keeper, prison service.....	12	5	17	May 25	
	Parochial school lecturer, department of health.	47	15	62	April 22	
	Police officer, village of Rye.....	2	2	7	
	Stenographer and clerk, Oneida county.....	8	5	13	16	
	Street commissioner, village of Port Chester...	3	2	5	May 1	
	Transfer tax clerk, Erie county.....	2	2	April 7	
	Superintendent of highways, Allegany county..	3	3	6	24	
	9	Sealer of weights and measures, Chautauqua county.....	27	69	96	May 18
	10	Children's agent, Westchester county.....	2	34	36	13
	17	Police officer, village of Mamaroneck.....	6	2	8	April 29
		Probation officer, Orange county.....	9	8	17	21
24	Polish probation officer, Erie county.....	4	8	12	27	
	Total, April.....	981	449	1,430		

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Date of examination	KIND OF EXAMINATION	Number passed	Number failed	Total number examined	Date of report
May 1	Assistant keeper, house of industry, Rensselaer county.....	1	1	May 4
	Fireman, house of industry, Rensselaer county..	3	3	4
	Game protector, Lewis county.....	11	7	18	June 18
	Game protector, Montgomery and Fulton counties.....	17	11	28	July 9
	Keeper, house of industry, Rensselaer county..	1	1	May 4
	Physician and surgeon, house of industry, Rensselaer county.....	1	1	19
	Physician and surgeon (temporary relief), house of industry, Rensselaer county.....	1	1	19
7	Superintendent of highways, Nassau county...	10	1	11	June 15
15	Assistant superintendent, bureau of employment, department of labor.....	56	134	190	Oct. 29
	Assistant to state botanist, education department.....	16	1	17	June 17
	Butcher, state institutions.....	47	3	50	18
	Chief or deputy chief, automobile bureau, secretary of state's office.....	31	22	53	Sept. 1
	County detective, Bronx county.....	31	176	207	16
	Farm supervisor (wife as matron) state agricultural school, Industry.....	33	14	47	July 2
	Foreman, department of highways, Onondaga county.....	7	9	16	July 30
	Foreman, department of highways, Peekskill...	3	3	June 25
	Guard, agricultural school at Industry.....	98	8	106	Aug. 17
	Home teacher, commission for the blind.....	15	12	27	July 14
	Inspector, banking department (Italian and Yiddish).....	27	89	116	Sept. 15
	Inspector of construction, department of highways.....	122	125	247	July 31
	Instructor (wife as matron), agricultural school at Industry.....	15	6	21	2
	Keeper, Erie county penitentiary.....	16	5	21	8
	Keeper, Onondaga county penitentiary.....	15	5	20	8
	Landscape gardener and superintendent of parks, state reservation, Saratoga Springs.....	7	14	21	June 10
	Library assistant, state library.....	12	7	19	17
	Mine and tunnel inspector, department of labor	17	19	36	July 16
	Physical instructor, institutions for women....	11	11	May 20
	Police officer, Dobbs Ferry.....	5	5	June 29
	Police officer, Hastings on Hudson.....	1	2	3	29
	Registrar of vital statistics, Peekskill.....	1	1	28
	Sanitary inspector, Peekskill.....	1	2	3	July 1
	Second deputy comptroller, Westchester county	5	3	8	June 17
	Steam engineer, Monroe county power house..	8	10	18	23
	Superintendent of county buildings, Niagara county.....	12	5	17	July 16
	Title examiner, attorney general's office.....	95	38	133	20
22	Superintendent of highways, Chautauqua county	8	2	10	June 1
	Total, May.....	760	730	1,490	
June 5	Probation officer, Westchester county.....	6	36	42	July 9
9	Policeman, Saratoga Springs.....	14	14	June 16
19	Court stenographer, 3rd judicial district.....	4	10	14	July 7
23	Assistant to record clerk, office of attorney general.....	24	156	180	Sept. 2
	Bookkeeper, grades 5 and 6, Westchester county	3	3	6	July 15
	Building inspector, village of Port Chester....	4	1	5	July 17
	Game protector, 48 counties.....	257	135	392	July 30
	Junior assistant, engineering department.....	149	175	324	17
	Kindergarten teacher, state institutions.....	7	1	8	7
	Landscape draftsman, Bronx parkway commission.....	6	9	15	Aug. 7
	Pharmacist, hospitals, prisons and institutions..	53	5	58	July 30
	Principal assistant engineer, Charlotte Bridge, Monroe county.....	4	1	5	Aug. 17
	Special assistant in chemistry, Psychiatric Institute.....	3	4	7	July 15
	Superintendent of nurses, state institute for the study of malignant disease, Buffalo.....	2	3	5	15
	Trained nurse, state institutions.....	16	16	Aug. 3
	Total, June.....	552	539	1,091	

LIST OF OPEN COMPETITIVE EXAMINATIONS, 1915 — *Continued*

Date of examination	KIND OF EXAMINATION	Number passed	Number failed	Total number examined	Date of report
July 7	Police officer, town of Bedford.....	4	2	6	July 17
	Court officer, Monroe county.....	25	52	77	Sept. 13
17	Game protector, Warren county.....	18	9	27	July 30
	Assistant engineer, water power, storage and drainage, conservation commission.....	24	43	67	Oct. 18
31	Assistant for field work, examinations division, education department.....	7	6	13	Sept. 10
	Court interpreter, Nassau county.....	12	12	9
	Court interpreter, Richmond county.....	10	3	13	9
	Custodian and filing clerk, Erie county.....	9	7	16	2
	Disinfector and policeman, department of health officer, port of New York.....	13	19	32	Aug. 25
	Elevatorman, Bronx county.....	7	3	10	Sept. 9
	Examiner of titles, searches and maps, office of attorney general.....	9	34	43	17
	Inspector, automobile bureau, office of secretary of state.....	201	229	430	Oct. 11
	Inspector of construction, Chautauqua county..	4	3	7	Sept. 27
	Inspector of construction, Niagara county.....	5	9	14	Sept. 27
	Inspector of construction, Sullivan county.....	5	4	9	28
	Laboratory apprentice, department of health...	21	24	45	Aug. 27
	Matron, Reception House or Honor Cottage, reformatory institutions for women.....	21	19	40	Sept. 29
	Plant pathologist, department of agriculture...	7	3	10	Aug. 17
	Principal or assistant principal, nurse training school, hospitals for the insane.....	1	1	17
	Total, July.....	403	469	872	
Aug. 13	Medical assistant, office of district attorney, New York county.....	1	10	11	Aug. 18
Aug. 21	Laundryman, Onondaga county.....	3	3	Sept. 1
25	Assistant electrician and steam engineer, Onondaga county.....	6	6	12	Oct. 9
	Assistant physician, Onondaga county.....	4	8	12	8
	Chef, Onondaga county.....	6	2	8	8
	Chief engineer, Onondaga county.....	16	1	17	10
	Steward, Onondaga county.....	8	11	19	18
	Telephone operator, Onondaga county.....	4	1	5	2
26	Community welfare agent, Onondaga county...	2	1	3	13
	Total, August.....	50	40	90	
Sept. 4	Superintendent of highways, Westchester county	24	1	25	Sept. 29
7	Stenographer, surrogate's court, Queens county.	4	4	8	21
25	Agent, state department of agriculture.....	28	77	105	Nov. 8
	Assistant medical officer, department of health officer of port of New York.....	3	1	4	Oct. 15
	Band instructor, state institution for feeble-minded children, Syracuse.....	9	9	Sept. 30
	Bath superintendent and bath attendants, state reservation commission, Saratoga Springs....	15	25	40	Nov. 16
	Clerk, Westchester county.....	40	67	107	Oct. 19
	Deputy commissioner, bureau of compensation, industrial commission.....	25	41	66	Nov. 3
	Deputy commissioner, industrial code, industrial commission.....	8	12	20	3
	Expert appraiser, bureau of special franchises, tax department.....	6	10	16	Oct. 14
	Forestry field supervisor, conservation commission.....	4	4	30
	Gas meter tester, public service commission....	12	47	59	Nov. 3
	Inspector, bureau of horticulture, department of agriculture.....	12	9	21	Oct. 15
	Inspector of lumber, public service commission.	17	46	63	26
	Inspector of masonry.....	292	295	587	Nov. 10
	Italian interpreter, Monroe county.....	9	9	Oct. 26
	Laboratory assistant in bacteriology, state department of health.....	13	4	17	16
	Lecturer, state reformatory, Elmira.....	9	9	18	Sept. 27
	Legislative reference librarian, state library....	1	1	25
	Lock operator, department of public works....	75	71	146	Nov. 9
	Male officer (guard), state institutions for women	68	17	85	24
	Mortgage tax examiner, state tax department..	33	69	102	Dec. 24

LIST OF OPEN COMPETITIVE EXAMINATIONS, 1915 — *Continued*

Date of examination	KIND OF EXAMINATION	Number passed	Number failed	Total number examined	Date of report
Sept. 25	Police officer, village of Larchmont, Westchester county.....	2	2	Oct. 1
	Recording clerk, Onondaga county.....	44	2	46	Oct. 22
	Special agent, class A, tax department.....	16	22	38	Nov. 4
	Special agent, class B, tax department.....	42	76	118	Dec. 27
	Statistician, department of agriculture.....	7	17	24	Oct. 30
	Superintendent, western house of refuge, Albion.....	19	11	30	Nov. 16
	Veterinarian, department of agriculture.....	36	8	44	Oct. 30
*	Stenographer.....	1,611	320	1,931	Sept. 28
*	Stenotypist.....	12	12	21
	Total, September.....	2,496	1,261	3,757	
Oct. 30	Assistant bacteriologist, department of health officer, port of New York.....	4	1	5	Nov. 16
	Assistant physician, state charitable and reformatory institutions.....	6	6	Dec. 7
	Bookkeeper, Westchester county.....	7	16	23	Nov. 20
	Building commissioner, Peekskill.....	3	3	Oct. 30
	Clerk, board of equalization, Oneida county....	5	2	7	Nov. 23
	Coroner's physician, Albany county.....	3	2	5	Nov. 17
	Court attendant, Nassau county.....	14	9	23	23
	Deputy claim agent, department of public works	20	101	121	12
	Deputy village clerk, Port Chester.....	1	1	Oct. 26
	Engineer of motor boat, conservation commission.....	37	5	42	30
	Engineering draftsman.....	48	78	126	Dec. 8
	Examiner of chauffeurs, automobile bureau, office of secretary of state.....	76	144	220	Dec. 14
	Fireman.....	48	8	56	10
	Foreman of fish hatchery.....	1	6	7	Nov. 15
	Game protector, Genesee county.....	5	16	21	Dec. 20
	Law assistant, education department.....	3	6	9	Nov. 16
	Orderly, Erie county home and hospital.....	14	8	22	16
	Parole agent, state institutions for females.....	19	23	42	Dec. 20
	Patrolman, Port Chester.....	5	4	9	Nov. 11
	Special agent, audit bureau, office of state comptroller.....	8	19	27	24
	Special auditor, canal board, office of state comptroller.....	4	7	11	24
	Special deputy county clerk, Orange county..	2	2	4	11
	Storekeeper, state hospitals and institutions....	30	21	51	22
	Total, October.....	363	478	841	
Nov. 9	Coroner's stenographer, Monroe county.....	2	2	Nov. 15
	Total, November.....	2	2	
Dec. 10	Assistant in radio-physics, state institution for the study of malignant disease, Buffalo.....	2	2	Dec. 10
11	Deputy clerk, acting also as court stenographer, court of claims.....	6	62	68	Feb. 15
	Editor of Official Bulletin, department of labor, state industrial commission.....	7	13	20	Dec. 30
	Factory inspector, department of labor, state industrial commission.....	†	†	952	
	Farm superintendent and instructor, school of agriculture and domestic science, Delhi.....	10	1	11	Jan. 5
	Health officer, Port Chester.....	3	3	Dec. 8
	Inspector of heating, lighting and plumbing, office of fiscal supervisor of state charities....	19	17	36	Jan. 26
	Interpreter (English, Yiddish, Polish and Russian).....	8	15	23	Feb. 8
	Investigator, board of child welfare, Oneida county.....	11	6	17	Dec. 31
	Junior assistant, engineering departments.....	288	125	413	1916 Jan. 26
	Junior draftsman.....	29	63	92	28

* Various dates.

† Papers for factory inspector, department of labor, 952 candidates, not rated when this table was compiled.

LIST OF OPEN COMPETITIVE EXAMINATIONS, 1915 — *Concluded*

Date of examination	KIND OF EXAMINATION	Number passed	Number failed	Total number examined	Date of report
Dec. 11	Junior engineer, grade 7.....	244	247	491	Mar. 2
	Manager of auction markets, department of foods and markets.....	9	9	18	Jan. 17
	Physician, public service commission, first district.....	5	5	3
	Research assistant, Kings Park state hospital..	3	3	Dec. 31
	Secretary to assistant superintendent, department of public works.....	6	15	21	Jan. 25
	Structural draftsman.....	23	22	45	Feb. 2
	Superintendent of New York state training school for boys, Yorktown Heights.....	*	*	57	
	Superintendent of women's industries, state commission for the blind.....	8	3	11	Jan. 5
	Supervisor of exhibits, state department of health.....	8	3	11	18
	Woman physician, state hospitals and institutions.....	3	3	10
	Assistant counsel, Bronx parkway commission..	21	4	25	Dec. 24
	Police officer, village of Bronxville.....	1	1	30
	Total, December.....	714	605	2,328	
	Grand total.....	9,202	8,700	18,911	

* Papers for superintendent, training school for boys, Yorktown Heights, 57 candidates, not rated when this table was compiled.

COMPETITIVE EXAMINATIONS TO WHICH NONRESIDENTS OR NON-CITIZENS HAVE BEEN ADMITTED UNDER THE PROVISIONS OF RULE IX, SUBDIVISION 2, AND REGULATION X.

- Assistant actuary, insurance department.
- Assistant bacteriologist, department of health officer of Port of New York.
- Assistant chemist, agricultural experiment station, Geneva
- Assistant examiner, insurance department.
- Assistant in photo-chemistry, Institute for the Study of Malignant Disease, Buffalo
- Assistant in radio-physics, Institute for the Study of Malignant Disease, Buffalo.
- Assistant superintendent, tuberculosis ward, Erie County Home and Hospital.
- Bacteriologist, Department of Health.
- Band instructor, institution for feeble-minded children, Syracuse.
- Bath superintendent and bath attendant, reservation commission,

Saratoga Springs.

Dentist, State institutions.

Director, division of communicable diseases, Department of Health.

Director, division of public health nursing, Department of Health.

Engineering draftsman.

Examiner, Civil Service Commission.

Expert copyist of historical documents and manuscripts, Education Department.

Instructor in domestic arts.

Junior assistant, engineering departments.

Junior assistant (rodman), engineering departments.

Junior draftsman.

Junior engineer, grade 7.

Legislative reference librarian.

Orderly, Erie County Home and Hospital.

Physiological chemist, Department of Health.

Principal or assistant principal, nurse training school, State hospitals for the insane.

Specification writer, department of architecture.

Structural draftsman.

Superintendent, Onondaga County Tuberculosis Hospital.

Superintendent, Oswego County Tuberculosis Hospital.

Superintendent of New York State Training School for Boys, Yorktown Heights.

Superintendent of nurses, Institute for the Study of Malignant Disease, Buffalo.

Supervisor of exhibits, Department of Health.

Trained nurse, State institutions.

Woman physician, State hospitals and institutions.

COMPETITIVE PROMOTION EXAMINATIONS, 1915

Date of examination	KIND OF EXAMINATION	Number eligible	Number passed	Number failed	Total number examined
Jan. 12	Abstractor in charge, grade 8, office of Register, New York county.....	24	1	2	3
	Examiner, grade 7, office of register, New York county.....	126	31	8	39
	Examiner in charge, grade 8, office of register, New York county.....	24	1	1
	Junior electrical engineer, office of register, New York county.....	46	18	25	43
	Page, state library, education department.....	6	5	1	6
	Total, January.....	226	56	36	92
Feb. 4	Clerk, grade 4, examinations division, education department.....	6	6	6
27	Assistant clerk, grade B, supreme court, Queens county.....	9	5	5
	Captain of the guard, eastern New York reformatory, Napanoch.....	3	3	3
	Clerk, grade 7, office of commissioner of jurors, New York county.....	10	1	2	3
	Total, February.....	28	15	2	17
Apr. 3	Clerk, grade 6, district attorney's office, Kings county.....	11	7	1	8
17	Architectural draftsman, public service commission, first district.....	314	6	50	56
	Clerk, grade 3, workmen's compensation commission.....	12	8	4	12
	Junior clerk, grade 2, public service commission, first district.....	53	46	7	53
	Verifier, office of register, New York county....	4	3	1	4
	Total, April.....	394	70	63	133
May 1	Elevatorman, education department.....	6	4	4
15	Copyist of mutilated records, county clerk's office, Kings county.....	12	6	1	7
	Deputy chief game protector, conservation commission.....	11	4	4
18	Stenographer, grade 7, fiscal supervisor's office..	6	1	1
	Total, May.....	35	15	1	16
June 26	Clerk, grade B, county court, Kings county....	18	5	1	16
	Examiner, grade 7, office of register, New York county.....	95	29	8	37
	Stenographer, grade 7, office of district attorney, New York county.....	8	5	3	8
	Total, June.....	121	39	12	51
July 31	Bookkeeper, Manhattan state hospital.....	5	1	1
	Clerk, grade 4, state library.....	6	6	6
	Draftsman, grade 7, public service commission, first district.....	431	12	23	35
	Junior engineer, grade 7, public service commission, first district.....	431	63	230	293
	Total, July.....	873	82	253	335
Aug. 21	Assistant principal keeper, Sing Sing prison....	66	3	6	9
	Total, August.....	66	3	6	9
Oct. 2	Assistant examiner of claims, state industrial commission.....	65	20	31	51
6	Correspondence censor, Auburn prison.....	87	6	6
30	Chief mercantile inspector, state industrial commission.....	70	15	2	17
	Total, October.....	222	41	33	74

COMPETITIVE PROMOTION EXAMINATIONS, 1915 — *Concluded*

Date of examination	KIND OF EXAMINATION	Number eligible	Number passed	Number failed	Total number examined
Nov. 27	Stenographer, grade 7, office of attorney-general.	9	4	1	5
	General foreman, grade 8, department of public works.....	11	1	1
	Total, November.....	20	5	1	6
Dec. 11	Assistant examiner, grade 8, public service commission, second district.....	4	2	2
	Bookkeeper and assistant chief clerk, grade 9, tax department.....	14	1	1
	Clerk, grade 6, office of register, Kings county..	63	59	2	61
	Lieutenant of police, Bronxville.....	5	1	1
	Messenger, district attorney, New York county..	4	4	4
	Photographer, grade 8, state engineer and surveyor.....	146	3	3
	Supervising orderly, Erie county home and hospital.....	7	3	3
	22 Chief clerk of copyists, office of register, Kings county.....	31	19	2	21
	Chief clerk, mortgage tax and municipal accounts bureau, office of state comptroller.....	18	1	1
	Examiner and draftsman, commissioner of records, New York county.....	16	3	3
	Total, December.....	308	96	4	100
Grand total.....		2,293	422	411	833

NON-COMPETITIVE PROMOTION EXAMINATIONS, 1915

KIND OF EXAMINATION	Qualified	Not qualified
Agent, bureau of public administrator.....	1
Assistant deputy court clerk, Albany county.....	1
Assistant in charge of qualifying examinations, education department....	1
Assistant in charge of teachers' examinations, education department.....	1
Bookkeeper, state banking department.....	1
Chainman, conservation commission.....	1
Chief clerk.....	1
Chief of police, village of Irvington.....	1
Clerk.....	15	2
Clerk and stenographer, office of secretary of state.....	1
Court attendant, Kings county court.....	1
Deputy commissioner and chief clerk, state tax department.....	1
File and index clerk, state hospital commission.....	1
First assistant physician, Letchworth Village.....	1
Inspector, state commission of prisons.....	1
Inspector of highways, Erie county.....	1
Junior assistant, conservation commission.....	3
Junior assistant, department of highways.....	1
Junior clerk.....	13
Law librarian, state library.....	1
Leveler, Bronx parkway commission.....	2
Marriage license clerk, Monroe county clerk's office.....	1
Messenger, district attorney's office, New York county.....	2
Patrolman, village of Irvington.....	1
Principal keeper, Sing Sing prison.....	1
Process server, district attorney's office, New York county.....	4
Process server and clerk, district attorney's office, Richmond county.....	1
Rodman, Bronx parkway commission.....	1
State botanist, education department.....	1
Stenographer.....	9
Stenographer and bookkeeper, conservation commission.....	1
Stenographer and secretary, New York monuments commission.....	1
Transfer tax clerk, state comptroller's office.....	1
Typewriter copyist.....	5	1
Total.....	78	4

PROVISIONAL EXAMINATIONS, 1915

KIND OF EXAMINATION	Qualified	Not qualified
Assistant attending surgeon, state hospital, West Haverstraw.....	1
Assistant bacteriologist, department of health officer, port of New York..	4
Assistant counsel, Bronx parkway commission.....	1
Assistant engineer, water power, storage and drainage, conservation com- mission.....	1
Assistant examiner, insurance department.....	9
Assistant examiner of claims, workmen's compensation commission.....	19
Assistant in law division, education department.....	1
Assistant in radio-physics, institute for the study of malignant disease, Buffalo.....	1
Assistant keeper, house of industry, Rensselaer county.....	2
Assistant lockmaster, department of public works.....	9
Assistant medical officer, department of health officer, port of New York.	2
Assistant superintendent, bureau of employment, department of labor....	12
Assistant superintendent, state reformatory for women, Bedford Hills....	2
Assistant superintendent, tuberculosis hospital, Erie county home and hospital.....	1
Assistant supreme court clerk.....	1
Assistant foreman of lumbering, Clinton prison.....	1
Assistant to record clerk, office of the attorney-general.....	1
Bookkeeper and accountant, office of comptroller, Westchester county....	1
Bookkeeper and clerk, county treasurer's office, Westchester county.....	1
Building commissioner, village of Peekskill.....	1
Butcher, state agricultural and industrial school, Industry.....	1
Chainman, highway department.....	5
Chauffeur examiner, secretary of state.....	1
Chief of automobile bureau, secretary of state.....	1
Chief bureau of farms, labor and statistics, department of agriculture....	1
Chief inspector, automobile bureau, office of secretary of state.....	1
Children's agent, Westchester county almshouse.....	4
Clerk, Nassau county treasurer's office.....	1
Clerk (special work), Westchester county clerk's office.....	4
Clerk, board of equalization, Oneida county.....	1
Clerk, court of appeals library, Syracuse.....	1
Clerk, copyist, treasurer's office, Suffolk county.....	7
Clerk and stenographer, Oneida county hospital.....	1
Calculating machine operator, comptroller's office.....	1
Confidential record clerk, comptroller's office.....	1
Copying clerk, Orange county clerk's office.....	1
Coroner's stenographer, Monroe county.....	2
County detective, Bronx county court.....	1
County superintendent of highways, Nassau county.....	1
County superintendent of highways, Putnam county.....	1
County superintendent of highways, Allegany county.....	1
Court attendant, Nassau county.....	8
Court clerk, Suffolk county clerk's office.....	1
Court interpreter, district attorney's office, Richmond county.....	1
Court officer, Monroe county court.....	4
Court stenographer, Suffolk county court.....	1
Court stenographer, supreme court, third district.....	2
Custodian, old senate house, Kingston.....	1
Custodian and filing clerk, surrogate's office, Erie county.....	1
Deputy claim agent, department of public works.....	5
Deputy clerk, village clerk's office, Port Chester.....	1
Deputy clerk acting as stenographer, court of claims.....	1
Deputy commissioner, state industrial commission.....	10
Draftsman (engineering), public service commission, first district.....	57
Editor of the official bulletin, bureau of statistics and information, state industrial commission.....	1
Elevator operator, sheriff's office, Bronx county.....	1
Engineer, Saratoga county tuberculosis hospital.....	1
Engineer (motor boat), conservation commission.....	1
Engineer (steam), Monroe county power house.....	1
Examiner, stock transfer tax bureau, state comptroller's office.....	4
Examiner of state lands, conservation commission.....	1
Examiner of titles, searches and maps, office of attorney-general.....	6
Expert appraiser of special franchises, state tax commission.....	3
Expert well driller, reservation commission, Saratoga Springs.....	1
Farm superintendent, state school of agriculture and domestic science at Delhi.....	1
Fireman, house of industry, Troy.....	4
Foreman of fish hatchery, conservation commission.....	1
Foreman, Onondaga county highway department.....	2
Foreman, highway department, village of Peekskill.....	1

PROVISIONAL EXAMINATIONS, 1915 — *Continued*

KIND OF EXAMINATION	Qualified	Not qualified
Forestry field supervisor, conservation commission.....	1
Gas meter tester, public service commission, second district.....	1
General patrolman, department of public works.....	1
Inspector, automobile bureau, secretary of state.....	5
Inspector, state banking department.....	1
Inspector, fiscal supervisor of state charities.....	1
Inspector of lumber, public service commission, first district.....	2
Inspector of steel, public service commission, first district.....	1
Instructor in domestic arts, Rome state custodial asylum.....	1
Instructor in manual training, Rome state custodial asylum.....	1
Instructor of band, Syracuse state institution.....	1
Italian interpreter, workmen's compensation commission.....	5
Italian interpreter, district attorney's office, Monroe county.....	1
Italian interpreter, Nassau county court.....	1
Investigator, board of child welfare, Rensselaer county.....	1
Investigator, board of child welfare, Oneida county.....	1
Interpreter, workmen's compensation commission.....	1
Junior assistant, public service commission, first district.....	50
Junior assistant (junior draftsman) public service commission, first district.....	32
Junior engineer, grade 7, public service commission, first district.....	1
Keeper, Erie county penitentiary.....	2
Keeper, house of industry, Rensselaer county.....	2
Keeper, Onondaga county penitentiary.....	6
Laboratory apprentice, state department of health.....	3
Laboratory assistant in bacteriology, department of health.....	3
Landscape gardener and superintendent of parks, state reservation, Saratoga Springs.....	1
Lecturer, New York state reformatory, Elmira.....	1
Leveler, highway department.....	1
Librarian, legislative reference, state library.....	1
Lockmaster, department of public works.....	6
Lock operator, department of public works.....	17
Male officer, New York state reformatory for women, Bedford Hills.....	1
Manager of auction markets, state department of foods and markets.....	1
Map draftsman, Bronx parkway commission.....	1
Medical assistant, district attorney's office, New York county.....	1
Mortgage tax examiner, state tax commission.....	6
Multigraph operator, workmen's compensation commission.....	1
Nurse, house of industry, Rensselaer county.....	1
Nurse (trained), State hospital, Ray Brook.....	1
Nurse, western house of refuge, Albion.....	1
Orderly, Erie county home and hospital, Buffalo.....	3
Pharmacist, Kings Park state hospital.....	1
Physical instructor, Bedford reformatory.....	1
Physical instructor, Hudson training school.....	1
Physician, New York state hospital for the care of crippled children.....	2
Physician, public service commission.....	1
Physician and surgeon, house of industry, Rensselaer county.....	2
Physician and surgeon, sheriff's office, Richmond county.....	1
Physician (temporary relief), house of industry, Rensselaer county.....	2
Physician, Onondaga county home.....	1
Plant pathologist, department of agriculture.....	1
Policeman and disinfecter, health officer, port of New York.....	1
Principal assistant engineer, Monroe county.....	1
Principal, nurse training school, Binghamton state hospital.....	1
Recording clerk, surrogate's office, Onondaga county.....	1
Registrar of vital statistics, village of Peekskill.....	1
Research assistant, Kings Park state hospital.....	1
Sanitary inspector, village of Peekskill.....	1
Second deputy comptroller, Westchester county.....	1
Secretary to assistant superintendent, department of public works.....	1
Special assistant in chemistry, psychiatrie institute.....	1
Special agent, state tax department.....	7
Special agent, class A, state tax department.....	3
Special agent, class B, state tax department.....	1
Special auditor, state comptroller's office.....	1
Special deputy clerk, Niagara county clerk's office.....	1
Special deputy county clerk, Orange county.....	1
Stenographer (with knowledge of Polish and German), department of labor, Buffalo office.....	3
Stenographer, Kings Park state hospital.....	1
Stenographer, public service commission, first district.....	17
Stenographer, state reservation commission, Saratoga Springs.....	1
Stenographer, supreme court.....	1

PROVISIONAL EXAMINATIONS, 1915 — *Concluded*

KIND OF EXAMINATION	Qualified	Not qualified
Stenographer, Queens county surrogate's court.....	1
Stock transfer tax examiner, comptroller's office.....	1
Street commissioner, village of Port Chester.....	1
Superintendent, institute for the study of malignant disease, Buffalo.....	1
Superintendent, tuberculosis hospital, Oswego county.....	1
Superintendent women's industries, state commission for the blind.....	1
Supervisor of exhibits state department of health.....	1
Transcript clerk, Erie county clerk's office.....	1
Transfer tax clerk, Erie county surrogate's office.....	1
Typewriter copyist, Nassau county clerk's office.....	1
Typewriter copyist, New York county clerk's office.....	1
Underwriting clerk, workmen's compensation commission.....	1
Total.....	471	1

NON-COMPETITIVE EXAMINATIONS, UNDER RULE VIII, SUB. 10, 1915

KIND OF EXAMINATION	Qualified	Not qualified
Assistant steam engineer, Iola sanatorium, Monroe county.....	3
Engineer, steam, Iola sanatorium, Monroe county.....	1
Farm superintendent, Oneida county almshouse.....	1
Instructor in sewing, Rome state custodial asylum.....	1
Nurse, New York state reformatory for women, Bedford Hills.....	1
Nurse, Iola sanatorium, Monroe county.....	1
Nurse, soldiers and sailors' home Bath.....	4
Nurse, western house of refuge, Albion.....	1
Nurse (night), women's relief corps home, Oxford.....	1
Physical instructor, Syracuse state institution.....	1
Special attendant-stenographer, Kings Park state hospital.....	1
Stenographer, Central Islip state hospital.....	1
Stenographer, Montgomery county tuberculosis hospital.....	1
Stenographer, superintendent of poor, Niagara county.....	1
Superintendent, Edward Meany sanatorium, Tompkins county.....	3
Superintendent of nurses, institute for the study of malignant disease, Buffalo.....	1
Teacher, Bedford reformatory.....	1
Teacher of music, Syracuse state institution.....	2
Watchman, women's relief corps home, Oxford.....	1
Total.....	27

NON-COMPETITIVE EXAMINATIONS, 1915
Conducted by the Commission's Examiners

KIND OF EXAMINATION	Qualified	Not qualified
Assistant botanist, New York agricultural experiment station, Geneva...	1
Assistant chemist, New York agricultural experiment station, Geneva...	1
Assistant cook, Oneida state hospital.....	1
Assistant day nurse, Oswego tuberculosis hospital.....	1
Assistant entomologist, agricultural experiment station, Geneva.....	1
Assistant laundress, Oswego county tuberculosis hospital.....	1
Assistant machinist, department of public works.....	1
Assistant matron, state reformatory institutions for females.....	67	1
Assistant nurse.....	5
Assistant physician, Iola sanatorium.....	1
Attendant, state hospitals and institutions.....	29
Blacksmith, Letchworth Village, Thiells.....	1

NON-COMPETITIVE EXAMINATIONS, 1915 — *Continued*

KIND OF EXAMINATION	Qualified	Not qualified
Boarding officer and inspector, health officer, port of New York.....	2
Caretaker, Schoharie school of agriculture, Cobleskill.....	2
Carpenter.....	5
Chauffeur, state departments.....	16
Chief carpenter, public works department.....	1
Chief cook, Oneida county hospital.....	1
Cook.....	5
Day janitor, Oswego county tuberculosis hospital.....	1
Day nurse, Odell memorial sanatorium.....	1
Dog trainer, Dannemora state hospital and Clinton prison.....	1
Expert inspector of lumber, public service commission, first district.....	1
Fireman, Onondaga county home.....	1
Fireman in steam laundry.....	1
Foreman of laborers, Bronx parkway commission.....	1
Foreman of tree trimmers, Bronx parkway commission.....	1
Gardener.....	1
Garden matron, training school, Hudson.....	1
Harbor master, department of public works.....	4
Head cook, state training school for boys, Yorktown Heights.....	1
Head nurse.....	2
Head nurse and matron, Oswego county tuberculosis hospital.....	2
Inspector of lumber, public service commission, first district.....	6
Janitor.....	5
Laundress.....	8
Laundryman.....	2
Local examiner, state civil service commission.....	30
Machinist and locksmith, public works.....	1
Matron, agricultural and industrial school, Industry.....	1
Mechanic, state institute for the study of malignant disease, Buffalo.....	1
Medical interne, state hospitals.....	42
Night watchman and fireman, Glenridge sanatorium.....	1
Nurse.....	72	1
Nurse (male), Monroe county hospital.....	2
Nurse (operating room), Westchester county poor.....	1
Orderly, Odell memorial sanatorium.....	9
Painter.....	3
Parkkeeper, Bronx parkway commission.....	1
Plumber.....	2
Plumber and gasfitter, department of public works.....	1
Pupil nurse, county hospitals.....	29
Repairman, Bronx parkway commission.....	1
Resident physician.....	4
Skilled helper, state institute for the study of malignant disease.....	6
Special medical attendant, Matteawan state hospital.....	1
Steamfitter, department of public works.....	1
Steamfitter's helper, department of public works.....	1
Stone cutter and tile setter (masonry), department of public buildings....	1
Trained nurse, health officer, port of New York.....	2
Typewriter copyist, excise department.....	1
Upholsterer, department of public buildings.....	1
Usher-teacher, state school for the blind, Batavia.....	1
Watchman, department of public buildings.....	1
	398	3

NON-COMPETITIVE EXAMINATIONS, 1915
Conducted by the Institution Boards of Examiners

KIND OF EXAMINATION	Qualified	Not qualified
Albany county almshouse:		
Resident physician.....	1
Albion, western house of refuge for women:		
Assistant cottage matron.....	1

NON-COMPETITIVE EXAMINATIONS, 1915 — *Continued*

KIND OF EXAMINATION	Qualified	Not qualified
Auburn prison:		
Attendant.....	1
Batavia, state school for the blind:		
Usher-teacher.....	1
Bath, state soldiers and sailors' home:		
Attendant.....	25
Fireman.....	2
Musician.....	4
Binghamton state hospital:		
Attendant.....	206
Fireman.....	9
Gardener.....	1
Head cook.....	1
Head farmer.....	1
Housekeeper.....	1
Medical interne.....	1
Nurse.....	3
Special attendant.....	4
Buffalo state hospital:		
Attendant.....	79
Cook.....	1
Head cook.....	1
Housekeeper.....	4
Interne.....	1
Laundrer.....	1
Skilled helper.....	1
Special attendant.....	4
Buffalo, state institute for the study of malignant disease:		
Mechanic.....	1
Skilled helper.....	2
Central Islip state hospital:		
Attendant.....	162
Carpenter.....	2
Fireman.....	3
Head cook.....	1
Laundrer.....	1
Lineman.....	1
Page.....	3
Special attendant.....	1
Steamfitter.....	1
Tinsmith.....	1
Craig colony, Sonyea:		
Attendant.....	36
Fireman.....	1
Head cook.....	1
Printer.....	1
Dannemora state hospital:		
Attendant.....	31
Baker.....	2
Fireman.....	1
Head laundress.....	1
Housemaid.....	2
Laundress.....	1
Erie county hospital, Buffalo:		
Pupil nurse.....	7
Gowanda state hospital:		
Attendant.....	96
Nurse.....	3
Page.....	1
Hudson river state hospital:		
Attendant.....	158
Head cook.....	1
Laundress.....	2
Nurse.....	2
Special attendant.....	3

NON-COMPETITIVE EXAMINATIONS, 1915 — *Continued*

KIND OF EXAMINATION	Qualified	Not qualified
Iola sanatorium:		
Attendant.....	2
Community welfare agent.....	1
Nurse.....	1
Kings Park state hospital:		
Attendant.....	165
Cook.....	1
Fireman.....	1
Head cook.....	1
Head laundress.....	1
Launderer.....	2
Nurse.....	2
Page.....	3
Painter.....	1
Special attendant.....	4
Letchworth Village:		
Attendant.....	42
Colony matron.....	4
Dormitory matron.....	3
Farmer.....	1
Fireman.....	4
Painter.....	1
Supervisor.....	2
Long Island state hospital, Brooklyn:		
Attendant.....	85
Driver.....	1
Kitchen helper.....	2
Laundress.....	1
Mason.....	1
Nurse.....	3
Special attendant.....	2
Manhattan state hospital, Ward's Island, New York City:		
Attendant.....	208
Carpenter.....	1
Fireman.....	4
Foreman.....	1
Gardener.....	1
Housekeeper.....	1
Lineman.....	1
Mate.....	1
Nurse.....	2
Page.....	3
Pilot.....	2
Plumber.....	1
Special attendant.....	6
Matteawan state hospital:		
Attendant.....	27
Dairyman.....	1
Gardener.....	1
Middletown state hospital:		
Attendant.....	195
Charge nurse.....	1
Gardener.....	1
Nurse.....	6
Special attendant.....	5
Napanoch, eastern New York reformatory:		
Housekeeper.....	1
Newark, state custodial asylum:		
Attendant.....	37
Carpenter.....	1
Day nurse.....	1
Fireman.....	2
Garden matron.....	1
Oneida county almshouse:		
Assistant cook.....	1
Cook.....	1
Laundress.....	2
Orderly.....	1

NON-COMPETITIVE EXAMINATIONS, 1915 — *Concluded*

KIND OF EXAMINATION	Qualified	Not qualified
Oneida county hospital:		
Attendant.....	1
Laundress.....	1
Nurse.....	1
Orderly.....	1
Oxford, women's relief corps home:		
Attendant.....	14
Head laundress.....	1
Ray Brook, state hospital for incipient tuberculosis:		
Fireman.....	1
Rochester state hospital:		
Attendant.....	72
Carpenter.....	1
Fireman.....	1
Nurse.....	6
Special attendant.....	4
Rome state custodial asylum:		
Assistant matron.....	14
Assistant supervisor.....	1
Attendant.....	143
Head cook.....	1
Nurse.....	1
St. Lawrence state hospital, Ogdensburg:		
Attendant.....	121
Blacksmith.....	1
Laundryman.....	2
Page.....	2
Pupil dietitian.....	1
Special attendant.....	3
Syracuse institution for feeble-minded children:		
Attendant.....	24
Fireman.....	3
Gardener.....	1
Housekeeper.....	1
Meat cutter.....	1
Shoemaker.....	1
Steamfitter and plumber.....	1
Watchman.....	1
Thomas Indian school, Iroquois:		
Attendant.....	2
Gardener.....	1
Head laundress.....	1
Utica state hospital:		
Attendant.....	97
Baker.....	1
Fireman.....	1
Interne.....	1
Nurse.....	3
Pressfeeder.....	1
Printer.....	2
Special attendant.....	2
West Haverstraw hospital:		
Nurse.....	1
Nurse orthopedic.....	4
Willard state hospital:		
Attendant.....	57
Carpenter.....	1
Special attendant.....	2
Steamfitter.....	1
Supervisor.....	1
Grand total	2,343

GENERAL SUMMARY OF EXAMINATIONS HELD DURING THE YEAR
1915

KIND OF EXAMINATION	Passed	Failed	Total ex- amined
Open competitive.....	*9,202	*8,700	18,911
Promotion competitive.....	422	411	833
Non-competitive.....	2,769	3	2,772
Promotion non-competitive.....	78	4	82
Provisional.....	471	1	472
Total.....	23,070

* Excluding returns from examination of 952 candidates for factory inspector, and 57 candidates for superintendent of the Yorktown training school for boys, held December 11, 1915, not rated when these figures were compiled.

APPENDIX B

LIST OF EMPLOYMENTS UNDER RULE VIII, SUBDIVISIONS 5, 9
AND 10

LIST OF TRANSFERS, COMPETITIVE CLASS

STATEMENT SHOWING NUMBER OF APPOINTMENTS TO EACH POSITION
IN COMPETITIVE CLASS

STATEMENT SHOWING NUMBER OF APPOINTMENTS IN NON-COM-
PETITIVE CLASS

TABLE SHOWING TOTAL NUMBER OF APPOINTMENTS FOR 1915

APPOINTMENTS WITHOUT EXAMINATION, COMPETITIVE CLASS, RULE VIII, SUBDIVISION 5

Allowed by special action of the commission, suspending the requirements of competition for the reason that "peculiar and exceptional qualifications of a scientific, professional or educational character are required and upon satisfactory evidence that for specified reasons competition in such special case is impracticable and that the position can be best filled by the selection of some designated person of high and recognized attainments in such qualities."

NAME	Position and office	Salary	Date of appointment
Phillips, Richard E.....	Engineer of elaims, engineer and surveyor.....	\$3,600	1915 March 12
Underhill, G. G.....	Assistant engineer of elaims, engineer and surveyor.....	3,000	June 3
Wittmer, Preston B.....	Deputy tax commissioner and chief clerk, special franchise tax bureau, tax commission.....	4,000	April 20

EMPLOYMENTS WITHOUT EXAMINATION, COMPETITIVE CLASS, RULE VIII, SUBDIVISION 9*

Allowed by special action of the Commission for the reason that the person employed rendered professional, scientific, technical or other expert service of an occasional and exceptional character, and that it would not have been practicable to hold an examination of any kind.

NAME	Position and office	Compensation
Abiscott, Ida.....	Comptometer operator, census bureau, secretary of state.....	\$127 02
Aber, J.....	Clerk, treasurer, Erie county.....	2 72
Abrams, Lewis A.....	Counsel, attorney-general.....	35 00
Achkouti, A. T.....	Interpreter, county court, Kings county.....	5 00
Ackart, Forrest C.....	Court officer, surrogate, Rensselaer county.....	6 00
Ackerly, M. Hudson.....	Attendant, Saratoga reservation commission.....	15 50
Ackerman, Arthur.....	Interpreter, census bureau, secretary of state.....	18 00
Ackley, E. L.....	Honorary examiner, university of the state of New York.....	25 00
Acosta, John E.....	Interpreter, supreme court, Kings county.....	10 00
Adams, Ellen.....	Comptometer operator, census bureau, secretary of state.....	412 50
Adams, F. J.....	Medical examiner, state hospital, Ray Brook.....	3 00
Adams, J. C.....	Spawn gatherer, conservation commission.....	22 00
Adams, Victor A.....	Rectograph operator, census bureau, secretary of state.....	980 00
Adamson, J. H.....	Reorganizing furniture department, Auburn prison.....	325 00
Agee, Alva.....	Lecturer, farmers' institutes, department of agriculture.....	60 00
Ahern, James.....	Patrolman, conservation commission.....	660 00
Ainslie, Ward N.....	Spawn gatherer, conservation commission.....	70 00
Airey, Beatrice.....	Stenographer, public service commission, second district.....	30 00
Aitken, Robert T.....	Proctor, university of the state of New York.....	10 00
Akin, E. S.....	Lecturer, farmers' institutes, department of agriculture.....	40 00
Albanese, C. Frank.....	Interpreter, county court, Kings county.....	10 35
Albert, Alma.....	Stenographer, industrial commission.....	47 58
Aldcorn, Thomas.....	Foreman, highway commission.....	36 00
Alexander, David.....	Policeman, police department, Bedford.....	12 50

* Does not include enumerators, census bureau, Secretary of State.

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Alexander, Jesse	Interpreter, census bureau, secretary of state	\$30 00
Allen, B. F.	Clerk, treasurer, Nassau county	6 45
Allen, Charlotte	Addressograph operator, census bureau, secretary of state	437 90
Allen, David B.	Expert, district attorney, Nassau county	15 30
Allen, Ettie A.	Stenographer, department of foods and markets	27 50
Allen, Harry	Member of auditing committee, trustees of public buildings	1,850 00
Allen, Joseph R.	Appraiser, insurance department	205 00
Allen, Philip A.	Compiler, census bureau, secretary of state	233 87
Allen, S. Busby	Ophthalmologist, Kings Park state hospital	440 00
Allen, Warren	Entertainer, Craig Colony, Sonyea	55 00
Allers, Charles	Physician, district attorney, Richmond county	95 00
Allison, Brewster J.	Map maker, census bureau, secretary of state	764 52
Allison & Ettlenger	Surveyors, district attorney, Richmond county	22 50
Alpert, Simon	Cornetist, Dannemora state hospital	10 00
Alsever, W. D.	Medical examiner, state hospital, Ray Brook	9 00
Althouse, Thomas S.	Proctor, university of the state of New York	10 00
Alvord, Charles P.	Honorary examiner, university of the state of New York	50 00
Amateau, Albert J.	Interpreter, county court, Kings county	5 00
Ames & Rollinson	Expert, prison department	10 00
Amann, Louise	Stenographer, women's relief corps home, Oxford	45 33
Amough, Michael	Interpreter, county clerk, Rensselaer county	5 00
Amsbry, L. B.	Medical examiner, state hospital, Ray Brook	48 00
Amsden, Ollie H.	Proctor, university of the state of New York	30 00
Amyoni, George	Interpreter, county court, Kings county	40 00
Andersen, William	Attendant, Saratoga reservation commission	34 49
Anderson, Captain	Captain of the "Navctte," conservation commission	48 00
Anderson, Frank S.	Attorney, attorney-general	3 55
Anderson, Hilda	Bath attendant, Saratoga reservation commission	72 81

Anderson, Mrs. Hulda.....	Bath assistant, Saratoga reservation commission.....	74 24
Anderson, L. E.....	Examiner of nurses, university of the state of New York.....	236 74
Anderson, P. A.....	Attorney, attorney-general.....	68 32
Andreoli, John.....	Interpreter, department of health.....	30 60
Andrew, Thomas.....	Spawm gatherer, conservation commission.....	30 00
Andrews, Fred.....	Patrolman, conservation commission.....	620 00
Andrews, F. W.....	Veterinarian, reformatory for women, Bedford.....	149 05
Andrews, R. W.....	Medical examiner, state-hospital, Ray Brook.....	9 00
Angeline, Mrs. Onerato.....	Interpreter, census bureau, secretary of state.....	3 00
Anibal, G.....	Dipper boy, Saratoga reservation commission.....	44 20
Annibal, N. A.....	Attorney, conservation commission.....	11 00
Anstead, Ida J.....	Principal, nurses' training school, St. Lawrence state hospital.....	400 00
Anthony & Salathe.....	Chemists, analyzing roofing materials, department of architecture.....	40 00
Appel, John J.....	Appraiser, insurance department.....	15 00
Appelby, Florence.....	Officer, sheriff, Nassau county.....	8 00
Appleby, Frank.....	Investigator, sheriff, Nassau county.....	15 00
Aquilino, James S.....	Interpreter, county court, Kings county.....	26 40
Archer, Eugene.....	Attorney, attorney-general.....	75 00
Archer, S. A.....	Clerk, treasurer, Erie county.....	75 00
Aring, George H. E.....	Investigator, sheriff, Nassau county.....	23 00
Arizona Title, Guarantee & Trust Co.....	Appraiser, insurance department.....	30 00
Armstrong, Byron A.....	Patrolman, conservation commission.....	264 78
Armstrong, John L.....	Appraiser, insurance department.....	25 00
Armstrong, R. T.....	Patrolman, conservation commission.....	284 52
Armstrong, T. J.....	Clerk, surrogate, Erie county.....	321 00
Armstrong, William.....	Special deputy in election cases, attorney-general.....	300 00
Arnold, Charles T.....	Rectograph operator, census bureau, secretary of state.....	681 45
Arnold, David L.....	Honorary examiner, university of the state of New York.....	25 00
Arnold, Louise F.....	Examiner of nurses, university of the state of New York.....	5 86
Arnold, Max B.....	Appraiser, insurance department.....	50 00
Aronowitz, Celia.....	Stenographer, industrial commission.....	82 00
Arsove, George.....	Interpreter, census bureau, secretary of state.....	8 25
Arthur, Charles W.....	Medical examiner, Dannemora state hospital.....	130 00
Ates, L. A.....	Expert lumber inspector, public service commission, first district.....	356 00
Athenass, J. M.....	Interpreter, census bureau, secretary of state.....	24 00
Atherton, Harvey J.....	Patrolman, conservation commission.....	83 22

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Ausman, E. V.	Attorney, conservation commission.	\$50 00
Austin, Dudley	Patrolman, conservation commission.	356 13
Austin, F. A.	Clerk, board of elections, Monroe county.	24 00
Austin, H. Le Roy	Attorney, attorney-general.	13 56
Austin, S. E.	Medical expert, Auburn prison.	15 00
Auz, Thomas.	Interpreter, census bureau, secretary of state.	15 00
Avegno, V. P.	Expert lumber inspector, public service commission, first district.	1,600 00
Avery, F. P.	Clerk tercentenary commission.	330 00
Axtell, P. J.	Veterinarian, department of agriculture.	160 50
Axtell, P. J.	Veterinarian, Binghamton state hospital.	348 50
Ayer, Wardner D.	Physician, institution for feeble-minded children, Syracuse.	155 59
Baab, Jacob W.	Photographer, district attorney, Queens county.	10 00
Babcock, Edna F.	Special examiner of bonds, department of agriculture.	199 59
Bachman, Charles O.	Clerk, board of elections, Erie county.	6 00
Bacon, Albert H.	Examiner, university of the state of New York.	56 13
Bacot, T.	Spawn gatherer, conservation commission.	10 00
Baer, Anna.	Stenographer, board of child welfare, Nassau county.	50 00
Baer, John J.	Clerk, treasurer, Erie county.	24 56
Bagdziewicz, John.	Interpreter, census bureau, secretary of state.	7 05
Bailey, W. Frank.	Witness, training school for boys, Yorktown Heights.	500 00
Baird, John J.	Accountant, tercentenary commission.	1,110 00
Baird, Melvin S.	Surveyor, Binghamton state hospital.	3 50
Baird, Percy.	Policeman, police department, Saratoga Springs.	6 00
Baker & McClelland.	Veterinarians, Buffalo state hospital.	5 00
Baker, Ellsworth.	Attorney, conservation commission.	15 00
Baker, E. L.	Chemist, department of agriculture.	7 00
Baker, Fred.	Patrolman, conservation commission.	364 00
Baker, F. J.	Veterinarian, department of agriculture.	105 00
Baker, Mrs. John.	Interpreter, census bureau, secretary of state.	4 50
Baker, May.	Relief telephone operator, district attorney, Kings county.	179 95

Baker, Shepherd E.....	Map maker, census bureau, secretary of state.....	1,135 81
Baker Typewriting and Reporting Office..	Expert, district attorney, Richmond county.....	5 00
Baker, William D.....	Keeper, sheriff, Queens county.....	72 00
Balch, Joseph.....	Interpreter, census bureau, secretary of state.....	9 00
Baldo, George.....	Interpreter, county court, Bronx county.....	70 00
Baldwin, Fred A.....	Attorney, attorney-general.....	62 16
Baldwin, Mrs. Newton H.....	Supervisor, agricultural and industrial school, Industry.....	52 58
Ball, Charles.....	Clerk, treasurer, Erie county.....	21 00
Ball, Dolph.....	Copyist, sheriff, New York county.....	50 00
Ball, Fred.....	Attendant and swimming master, Saratoga reservation commission.....	12 87
Ball, Torrey A.....	Counsel, attorney-general.....	30 00
Balliett, J. A.....	Clerk, treasurer, Erie county.....	16 26
Balok, Joseph.....	Special detective, department of excise.....	35 00
Balteus, Anicet.....	Interpreter, district attorney, Bronx county.....	10 00
Balteus, Anicet.....	Interpreter, supreme court, second district.....	20 00
Balteus, Anicet.....	Interpreter, county court, Kings county.....	15 00
Baltz, F. B.....	Honorary examiner, university of the state of New York.....	25 00
Banks, William L.....	Witness, training school for boys, Yorktown Heights.....	275 00
Barbato, Joseph.....	Interpreter, census bureau, secretary of state.....	45 00
Barclay, Frank D.....	Engineering draftsman, Saratoga reservation commission.....	467 50
Bardenott, Humbert.....	Interpreter, census bureau, secretary of state.....	10 20
Bardo, Jay C.....	Attorney, attorney-general.....	26 48
Barker, Emma.....	Rectograph operator, census bureau, secretary of state.....	175 40
Barker, James F.....	Witness, workmen's compensation commission.....	10 00
Barker, Frost & Chapman Co.....	Appraiser, insurance department.....	25 00
Barlow, E.....	Dentist, training school for girls, Hudson.....	417 88
Barnello, John W.....	Interpreter, census bureau, secretary of state.....	45 00
Barnes, Charles T.....	Patrolman, conservation commission.....	420 00
Barnes, Otis T.....	Proctor, university of the state of New York.....	55 00
Barnet, Frances.....	Typewriter copyist, industrial commission.....	56 13
Baron, A. H.....	Proctor, university of the state of New York.....	20 00
Barone, James E.....	Interpreter, census bureau, secretary of state.....	4 50
Barone, Louis A.....	Interpreter, census bureau, secretary of state.....	21 00
Barrett, Eugene.....	Patrolman, conservation commission.....	288 08
Barrett, H. M.....	Appraiser, insurance department.....	10 00
Barrett, Henry R.....	Consulting attorney, Bronx parkway commission.....	145 00

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Barrett, Timothy.....	Policeman, police department, Bedford.....	\$32 50
Barron, Ida.....	Telephone operator, district attorney, Kings county.....	4 00
Barry, G.....	Clerk, treasurer, Erie county.....	6 41
Barter, John J.....	Night watchman, board of supervisors, Nassau county.....	25 00
Bartholomay, William P.....	Interpreter, census bureau, secretary of state.....	3 70
Bartholomew, Minnie.....	Vocal teacher, Auburn prison.....	240 00
Bartholomew, William P.....	Interpreter, census bureau, secretary of state.....	10 20
Bartley, Jennie I.....	Stenographer, conservation commission.....	12 00
Barton, C. D.....	Lecturer, farmers' institutes, department of agriculture.....	10 00
Barton, M. K.....	Stenographer, department of health.....	8 25
Baskerville, Charles.....	Honorary examiner, university of the state of New York.....	15 00
Bates, John O.....	Stenographer, conservation commission.....	5 00
Batinsky, Thomas.....	Interpreter, district attorney, Richmond county.....	5 00
Battaglia, Charles.....	Interpreter, census bureau, secretary of state.....	9 00
Batten, Loring W.....	Honorary examiner, university of the state of New York.....	40 00
Battle, Mrs. Frank.....	Interpreter, census bureau, secretary of state.....	4 80
Bauer, Henry C.....	Expert, district attorney, Kings county.....	25 00
Baumer, L. W.....	Clerk, treasurer, Monroe county.....	67 50
Baylis, Harry.....	Clerk, treasurer, Erie county.....	5 18
Beaman, Anna.....	Assistant clerk and bookkeeper, Letchworth Village, Thiells.....	117 75
Bear, George.....	Photographer, district attorney, Richmond county.....	12 50
Beck, M. A.....	Proctor, university of the state of New York.....	20 00
Becker, Dorothy E.....	Stenographer, tercentenary commission.....	176 00
Becker, George Jr.....	Patrolman, conservation commission.....	161 54
Becker, Owen C.....	Attorney, conservation commission.....	33 00
Beecroft, Laura A.....	Principal, nurses' training school, Binghamton state hospital.....	545 17
Beers, G. H.....	Oculist, Auburn prison.....	50 00
Behnk, John H.....	Court attendant, county court, Monroe county.....	84 00
Beitz, F.....	Clerk, treasurer, Erie county.....	2 65

Belding, Florence.....	Clerk, board of elections, Monroe county.....	13 30
Bell, Alfred.....	Patrolman, conservation commission.....	240 00
Bell, Daniel H. V.....	Appraiser, insurance department.....	10 00
Bell, W. N.....	Ophthalmologist, St. Lawrence state hospital.....	272 00
Benedix, Emanuel.....	Bath attendant, Saratoga reservation commission.....	67 88
Benn, John F.....	Custodian, Surrogate, Queens county.....	450 00
Bennett, A. A.....	Witness, conservation commission.....	40 00
Bennett, Arthur G.....	Ophthalmologist, Craig Colony, Sonyea.....	300 00
Bennett, E. H.....	Clerk, census bureau, secretary of state.....	3,750 00
Bennett, E. R.....	Lecturer, farmers' institutes, department of agriculture.....	135 00
Bennet, James E.....	Attorney, attorney-general.....	7 90
Bennett, Joseph H.....	Process server, district attorney, Queens county.....	10 50
Bennett, Milton Jr.....	Comptometer operator, census bureau, secretary of state.....	175 40
Bennett, M. D.....	Compiler, census bureau, secretary of state.....	740 32
Benson, Arthur.....	Counsel, attorney-general.....	85 00
Benson, D. H. W.....	Securing aigrettes, conservation commission.....	49 50
Benson, L. J.....	Veterinarian, Great Meadow prison.....	13 00
Benton, Henry W.....	Counsel, attorney-general.....	20 00
Benton, L. A.....	Stenographer, supreme court, Steuben county.....	124 40
Berman, Frank J.....	Interpreter and transportation agent, hospital commission.....	81 00
Bernstein, Gabriel.....	Interpreter, census bureau, secretary of state.....	33 00
Berry, Joseph.....	Clerk, treasurer, Erie county.....	33 00
Berry, Walter F.....	Stenographer, commissioner of jurors, Monroe county.....	237 50
Bertron, F. M.....	Veterinarian, department of agriculture.....	161 00
Best, Willard.....	Comptometer operator, census bureau, secretary of state.....	475 00
Betjeman, D. C.....	Expert assistant, attorney-general.....	630 00
Bettinger, Stephen P.....	Clerk, board of elections, Erie county.....	6 00
Betz, Lydia.....	Nurse, state hospital, Ray Brook.....	9 33
Bevins, Gretchen.....	Stenographer, miscellaneous reporter.....	137 06
Bickson, William.....	Clerk, treasurer, Erie county.....	32 81
Bidwell, J. N.....	Stenographer, university of the state of New York.....	1 65
Biegeleisen, Joseph Z.....	Medical witness, district attorney, Queens county.....	10 00
Bierach, William J.....	Stenographer, county court, Queens county.....	60 00
Biggs, C.....	Medical examiner, state hospital, Ray Brook.....	3 00
Bighan, Henry J.....	Appraiser, insurance department.....	340 00
Birch, R. R.....	Veterinarian, Binghamton state hospital.....	10 00

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Postion and office	Compensation
Birchard, Jane M.	Proctor, university of the state of New York.	\$6 00
Birkmayer, Jacob	Assistant clerk, board of elections, Rensselaer county.	496 00
Birnkrant, Maxim	Special deputy in election cases, attorney-general.	300 00
Bishop, Eliot.	Physician, district attorney, Kings county.	50 00
Bishop, George W.	Stenographer acting as private secretary, district attorney, Kings county.	192 86
Bishop, Louis W.	Medical witness, district attorney, Queens county.	25 00
Bishop, W. W.	Lecturer, university of the state of New York.	20 00
Bisland, Edward	Compiler, census bureau, secretary of state.	525 00
Bissell, B. W.	Expert witness, conservation commission.	84 00
Bissell, W. B.	Examiner, board of pharmacy, university of the state of New York.	1,125 83
Bissell, William G.	Special investigator, department of health.	30 00
Bissell, W. W.	Examiner in optometry, university of the state of New York.	102 92
Bissikummer, J. W.	Detective, department of excise.	125 00
Bisantz, Anthony E.	Stenographer, department of health.	36 00
Black, John D.	Special protector, conservation commission.	60 00
Blackmer, Mildred.	Stenographer, Saratoga reservation commission.	3 50
Blakely, Tilley.	Attorney, attorney-general.	180 25
Blakeslee, H. D.	Counsel, attorney-general.	175 00
Blanchard, H. M.	Expert carpenter, Bronx Parkway Commission.	104 00
Blatner, William A.	Expert, school for the blind, Batavia.	75 00
Blauvelt, L.	Special officer, police department, White Plains.	8 00
Blazey, Joe.	Interpreter, census bureau, secretary of state.	9 60
Bleckman, Gertrude.	Typewriter copyist, industrial commission.	66 00
Bliss, A. D.	Oculist, house of refuge, Albion.	3 45
Bliss, E. S.	Entertainer, state hospital, Ray Brook.	6 50
Bloch, Bernhard.	Counselor, attorney-general.	20 00
Block, Alois.	Interpreter, census bureau, secretary of state.	27 00
Block, Louis.	Interpreter, county court, Kings county.	3 45
Blood, Charles H.	Attorney, attorney-general.	18 43
Blum, D. A.	Compiler, census bureau, secretary of state.	620 96

Boardman, Willard H.	Rearranging library, miscellaneous reporter	5 25
Boddy, S. W.	Agent, department of excise	5 00
Boechat, Frank P.	Clerk, treasurer, Erie county	96 00
Boehringer, Edward H.	Clerk, treasurer, Erie county	14 51
Bogold, John	Clerk, treasurer, Erie county	45 00
Bohn, Nicholas	Clerk, board of elections, Erie county	93 00
Boine, Charles F.	Attorney, attorney-general	180 00
Boissounault, Gaston	Investigator, district attorney, Nassau county	15 00
Bolear, Thomas	Interpreter, census bureau, secretary of state	1 20
Bolsterle, George S.	Proctor, university of the state of New York	2 50
Bonaldi, Theodore	Interpreter, coroner, Monroe county	6 00
Bonney, Edmund A.	Supervising engineer, highway commission	2,500 00
Bonney, W. L.	Lecturer, farmers' institutes, department of agriculture	5 00
Bonsteel, F. E.	Lecturer, farmers' institutes, department of agriculture	408 00
Bookhout, C. V.	Proctor, university of the state of New York	15 00
Booth, A. W.	Medical examiner, university of the state of New York	740 57
Booth, F.	Proctor, university of the state of New York	7 50
Booth, William C.	Stenographer, supreme court, appellate division, first department	185 20
Borden, Arnold	Foreman, highway commission	30 00
Borges, Dorothy	Stenographer, district attorney, Queens county	5 00
Borst, Myrtis M.	Reporting stenographer, court of claims	5 00
Boshart, Edward J.	Attorney, attorney-general	29 48
Bosworth, Wm. Welles	Consulting landscape architect, Letchworth Village, Thiells	4,586 00
Bougeot, Marie E.	Stenographer, supreme court, Herkimer county	180 00
Bourne, William F.	Medical expert, district attorney, Richmond county	25 00
Bourne, William H.	Expert, district attorney, Kings county	50 00
Bowe, John C.	Patrolman, conservation commission	439 35
Bowman, R. C.	Veterinarian, department of agriculture	245 00
Boyajian, Vahan Z. M.	Interpreter, supreme court, Kings county	5 00
Boyd, Gertrude W.	Proctor, university of the state of New York	140 00
Boyd, H. W.	Veterinarian, department of agriculture	7 00
Boyle, N. A.	Oculist, Clinton prison	65 00
Boynton, F. D.	Proctor, university of the state of New York	70 00
Bozenhardt, William F.	Medical witness, district attorney, Queens county	5 00
Bracken, Edwin L.	Expert underwriter, insurance department	295 16
Bradford, W. H.	Patrolman, conservation commission	206 00

EMPLOYMENTS WITHOUT EXAMINATION — Continued

NAME	Position and office	Compensation
Bradley, Charles W.	Pianist, Newark custodial asylum.	\$5 00
Bradley, J. S.	Appraiser, insurance department.	10 00
Bradley, S.	Veterinarian, Sing Sing prison.	31 00
Bradt, Gilbert.	Patrolman, conservation commission.	360 00
Brady, Henry.	Appraiser, banking department.	25 00
Brady, John F.	Attorney, attorney-general.	64 98
Branch, Frederick.	Ophthalmologist, Binghamton state hospital.	175 00
Brand, Herbert B.	Map maker, census bureau, secretary of state.	600 00
Branion, Hazel.	Clerk, executive department.	33 63
Brasie, I. G.	Dentist, Matteawan state hospital.	15 00
Brassler, Charles A.	Translator, Saratoga reservation commission.	12 60
Brayton, H. J.	Medical examiner, state hospital, Ray Brook.	3 00
Breen, Grace.	Detective, conservation commission.	87 00
Breen, J. J.	Appraiser, insurance department.	25 00
Bremer, Otto.	Clerk, board of elections, Erie county.	6 00
Brennan, Albert.	Rodman, superintendent of highways, Niagara county.	87 00
Brennan, Helen F.	Stenographer, prison commission.	50 71
Brennan, Lucy J.	Nurse, Oswego county tuberculosis hospital.	22 50
Brenning, Lloyd.	Engineer, conservation commission.	218 00
Brenning, O. S.	Engineer, conservation commission.	416 00
Brewster, O. Byron.	Attorney, conservation commission.	5 00
Brewster, William.	Witness, district attorney, Nassau county.	76 00
Bridgeport Testing Laboratory.	Chemist, purchasing committee, hospital commission.	14 00
Briggs, A. F.	Medical expert, district attorney, Queens county.	10 00
Briggs, Frank C.	Attorney, attorney-general.	55 00
Briggs, Walter.	Patrolman, conservation commission.	290 48
Brigham, Albert P.	Honorary examiner, university of the state of New York.	30 00
Brinner, William D.	Attorney, conservation commission.	15 00
Bristol, George P.	Honorary examiner, university of the state of New York.	50 00
Brittan, E. B.	Expert, Bronx parkway commission.	45 00

Britton, Fred W.	Storekeeper, highway commission.	32 00
Brock, A. J.	Proctor, university of the state of New York.	20 00
Brodhead, C. W.	Lecturer, farmers' institutes, department of agriculture.	95 00
Brodie, R. E.	Physician, house of refuge, Albion.	25 00
Bronner, Joseph.	Interpreter, census bureau, secretary of state.	7 80
Bronx Law Reporting Co.	Reporting stenographers, district attorney, Bronx county.	70 25
Brooks, Augustus D.	Custodian, surrogate, Queens county.	450 00
Brooks, Howell.	Patrolman, conservation commission.	95 23
Brooks, Ida.	Nurse, Oswego county tuberculosis hospital.	52 50
Brooks, Milton J.	Special agent, tax commission.	83 33
Brooks, Newell.	Patrolman, conservation commission.	169 55
Brooks, Sidney A.	Medical witness, district attorney, Queens county.	65 00
Broome, George C.	Detective, department of excise.	435 00
Brower, Florence E.	Stenographer, district attorney, Nassau county.	30 00
Brown, A. G.	Agent, department of health.	75 00
Brown, Charles H.	Foreman, department of agriculture.	430 50
Brown, C. M.	Medical expert, Craig colony, Sonyea.	200 00
Brown, Delbert.	Patrolman, conservation commission.	281 03
Brown, Harold T.	Medical interne, state hospital, Ray Brook.	35 00
Brown, Harrison.	Patrolman, conservation commission.	172 88
Brown, Ida W.	Stenographer, industrial commission.	130 00
Brown, James.	Engineer, sheriff, Erie county.	124 00
Brown, John C.	Patrolman, conservation commission.	416 13
Brown, J. E.	Proctor, university of the state of New York.	17 50
Brown, Joseph G.	Appraiser, insurance department.	5 00
Brown, Merton.	Foreman, highway commission.	4 00
Brown, Richard A.	Attorney, attorney-general.	39 73
Brown, R. J.	Map expert, university of the state of New York.	150 00
Brown, William.	Interpreter, census bureau, secretary of state.	15 00
Brownlow, Cecil.	Rectograph operator, census bureau, secretary of state.	254 84
Brownlow, Lillian.	Proctor, university of the state of New York.	25 00
Bruce, Walter S.	Appraiser, insurance department.	60 00
Bruckheimer, Samuel.	Stenographer, supreme court, third district.	9 96
Brumley, James L.	Expert, district attorney, Kings county.	150 00
Brundage, O. J.	Fireman, steam boiler, conservation commission.	63 00
Bruneau, A. J.	Appraiser, insurance department.	150 00

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Brush, B. O.	Detective, conservation commission	\$90 00
Brush, William D.	Attorney, attorney-general	78 97
Bruzdzinski, Stanley	Interpreter, census bureau, secretary of state	30 00
Bryant and Lawrence	Attorney, attorney-general	67 61
Bryan and Rimer	Physicians, district attorney, Richmond county	50 00
Bryde, W. O.	Proctor, university of the state of New York	15 00
Bubach, Margaret	Matron, penitentiary, Erie county	62 50
Bucci, Z. M.	Interpreter, workmen's compensation commission	15 00
Buck, Jerome H.	Attorney, insurance department	3,000 00
Buck, Ruth	Pianist, Dannemora state hospital	17 00
Buck, W. S.	Medical examiner, Dannemora state hospital	50 00
Buck, W. S.	Medical examiner, state hospital, Ray Brook	9 00
Buckland, H. G.	Appraiser, insurance department	150 00
Buckley, H. I.	Attendant, supreme court, seventh district	5 00
Buckley, John T.	Attorney, department of excise	240 00
Buckley, M. S.	Foreman, highway commission	24 50
Buglions, Paul	Interpreter, census bureau, secretary of state	3 00
Buhsen, George H.	Compiler, census bureau, secretary of state	312 50
Bulger, T. F.	Proctor, university of the state of New York	42 00
Bull, Harry G.	Physician, Edward Meany sanatorium, Tompkins county	106 40
Bulson, I. S.	Foreman, highway commission	39 00
Bunnell, H. C.	Special protector, conservation commission	120 00
Bunting, Bertha	Entertainer, Elmira reformatory	25 00
Burd, B.	Clerk, treasurer, Erie county	18 45
Burdick, G. A.	Witness, department of agriculture	6 00
Burgess, Alice	Nurse, Edward Meany sanatorium, Tompkins county	25 00
Burgess, Edward C.	Map maker, census bureau, secretary of state	1,229 17
Burke, E. C.	Appraiser, insurance department	50 00
Burke, Henry J.	Clerk, board of elections, Erie county	6 00

Burke, John H.	Appraiser, insurance department.	45 00
Burke, John J.	Detective, department of excise.	144 00
Burke, S.	Clerk, treasurer, Erie county.	5 23
Burke, Thomas C.	Attorney, attorney-general.	115 43
Burke, William E.	Clerk, treasurer, Erie county.	5 85
Burke, William J.	Stenographer, district attorney, Monroe county.	259 50
Burke, William J.	Stenographer, county attorney, Monroe county.	82 50
Burke, William J.	Stenographer, county court, Monroe county.	190 00
Burke, William J.	Stenographer, supreme court, Monroe county.	50 00
Burke, William J.	Clerk, board of elections, Albany county.	42 00
Burke, William J.	Stenographer, agricultural and industrial school, Industry.	13 50
Burkhart, H. J.	Dental examiner, university of the state of New York.	1,200 00
Burkhart, Walter F.	Foreman, highway commission.	120 00
Burnell, June J.	Patrolman, conservation commission.	288 08
Burnham, Frank.	Orderly, Glenridge sanatorium, Schenectady county.	23 00
Burns, James G.	Clerk, board of elections, Albany county.	42 00
Burns, James G.	Comptometer operator, census bureau, secretary of state.	233 87
Burns, M. W.	Detective, department of excise.	550 00
Burns, William.	Patrolman, conservation commission.	240 00
Burns, William J.	Detective, district attorney, Nassau county.	24 00
Burritt, W. I.	Clerk, board of elections, Monroe county.	24 00
Burrows, Rupert O.	Stenographer, court of claims.	400 00
Burt, W. S.	Fireman, highway commission.	18 00
Burtch, A. H.	Attorney, attorney-general.	71 08
Burton, R.	Foreman, highway commission.	48 00
Burzynski, Hattie, J.	Stenographer, industrial commission.	64 11
Bush, Isabel.	Stenographer, conservation commission.	7 50
Bush, Meta S.	Lecturer, farmers' institutes, department of agriculture.	138 40
Bush, Patrick.	Interpreter, census bureau, secretary of state.	24 00
Butler, Elliott.	Veterinarian, department of agriculture.	150 50
Butler, Fred L.	Patrolman, conservation commission.	600 00
Butler, G.	Fireman, Saratoga reservation commission.	201 00
Butler, H. B.	Odontologist, St. Lawrence state hospital.	110 00
Butler, Nathaniel.	Honorary examiner, university of the state of New York.	150 00
Butts, George A.	Assistant protector, conservation commission.	8 00
Buxbaum, Edward J.	Medical expert, district attorney, Queens county.	10 00

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Byrn, Francis C.	Proctor, university of the state of New York	\$40 00
Byrne, A. T.	Interpreter, county court, Kings county	5 00
Byrne, James D.	Appraiser, insurance department	35 00
Cabeen, Charles W.	Honorary examiner, university of the state of New York	40 00
Caboni, Michael	Honorary examiner, university of the state of New York	20 00
Cadotte, D. J.	Clerk, surrogate, Erie county	27 00
Cadwell, Chester T.	Oculist, Hudson river state hospital	48 00
Cady, Henry	Veterinarian, conservation commission	20 00
Cahill, F. T.	Attorney, attorney-general	26 59
Cahill, John M.	Detective, department of excise	68 00
Cahill, Timothy	Nurse, Rome custodial asylum	35 00
Calderon, Senor	Honorary examiner, university of the state of New York	50 00
Calkins, J. H.	Stenographer, department of health	2 75
Calladine, Joseph A.	Guard at Tuscarora reservation, department of health	45 00
Cameron, Andrew	Clerk, executive department	75 00
Cameron, James H.	Undertaker, agricultural and industrial school, Industry	47 00
Campagno, Samuel	Interpreter, census bureau, secretary of state	9 60
Campbell, Charles	Comptometer operator, census bureau, secretary of state	174 19
Campbell, Daniel R.	Honorary examiner, university of the state of New York	30 00
Campbell, James J.	Investigator, district attorney, Nassau county	9 00
Campbell, Theodore W.	Deputy sheriff, district attorney, Nassau county	10 00
Campbell, U. F.	Proctor, university of the state of New York	10 00
Campbell, William H.	Rectograph operator, census bureau, secretary of state	187 50
Cannon, Bernard	Patrolman, police department, Tarrytown	22 00
Cannon, Frank	Clerk, treasurer, Erie county	12 00
Cannon, George F.	Clerk, treasurer, Erie county	97 50
Cantwell, Thomas	Counsel, attorney-general	10 00
Caplan, Samuel	Expert legal annotator, constitutional convention commission	350 00
Caramella, V.	Fireman, Bronx parkway commission	20 00

Carbary, Henry J.....	Patrolman, conservation commission.....	660 00
Carl, Lina.....	Stenographer, Long Island school of agriculture, Farmingdale.....	20 00
Carlin, Frank D.....	Patrolman, conservation commission.....	360 00
Carlin, M.....	Clerk, treasurer, Erie county.....	2 00
Carlin, W. H.....	Clerk, treasurer, Erie county.....	15 00
Carlisle, John N.....	Confidential adviser, highway commission.....	4,257 00
Carlone, John.....	Interpreter, county court, Kings county.....	10 80
Carlson, Hilma.....	Night watchman, Saratoga reservation commission.....	7 50
Carmen, Alonzo.....	Process server, district attorney, Queens county.....	248 50
Carmody, Elizabeth.....	Stenographer, industrial commission.....	60 00
Carnes, Edna V.....	Stenographer, Buffalo normal school.....	264 00
Carolan, J. L.....	Veterinarian, department of agriculture.....	1,449 00
Carpenter, Byron J.....	Rectograph operator, census bureau, secretary of state.....	1,225 00
Carpenter, Fred.....	Guard at Tuscarora reservation, department of health.....	15 00
Carr, Ida.....	Nurse, Saratoga county tuberculosis hospital.....	30 69
Carrig, Helen M.....	Stenographer, conservation commission.....	41 20
Carroll, Ernest A.....	Clerk, treasurer, Erie county.....	238 50
Carroll, Mary E.....	Stenographer, attorney-general.....	27 43
Carroll, Mary M.....	Stenographer, civil service commission.....	20 00
Carson, Robert L.....	Ophthalmologist, Rochester state hospital.....	220 00
Carter, Russell.....	Examiner in music, university of the state of New York.....	126 67
Cartra, Salvator.....	Interpreter, census bureau, secretary of state.....	3 00
Carver, John B.....	Patrolman, conservation commission.....	180 64
Carver, T. N.....	Honorary examiner, university of the state of New York.....	150 00
Case, G. M.....	Oculist, Elmira reformatory.....	28 00
Case, L. Barton.....	Attorney, attorney-general.....	14 04
Casimiro, Joseph P.....	Interpreter, census bureau, secretary of state.....	4 50
Casolare, George.....	Interpreter, census bureau, secretary of state.....	6 00
Casolare, George.....	Interpreter, county court, Monroe county.....	7 05
Casolare, George.....	Interpreter, coroner, Monroe county.....	6 00
Cassady, Simon.....	Appraiser, insurance department.....	20 00
Cassavant, Howe K.....	Examiner, university of the state of New York.....	48 63
Cassazza, Angelo.....	Interpreter, census bureau, secretary of state.....	36 00
Cassedy, E. K.....	Stenographer, district attorney, Fulton county.....	68 80
Castrilli, Anthony.....	Interpreter, census bureau, secretary of state.....	1 20
Cauley, Patrick.....	Attorney, attorney-general.....	35 28

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Cavanaugh, Mary.....	Caretaker, Saratoga reservation commission.....	\$40 00
Cavert, W. D.....	Proctor, university of the state of New York.....	10 00
Cavuoti, Michael A.....	Interpreter, census bureau, secretary of state.....	36 00
Cawcroft, Ernest.....	Counsel, attorney-general.....	75 78
Central Detective Corps.....	Detectives, department of public works.....	224 30
Cessano, Ernest.....	Interpreter, census bureau, secretary of state.....	45 00
Chabot, Marie E.....	Clerk, university of the state of New York.....	7 00
Chacchia, Daniel.....	Interpreter, census bureau, secretary of state.....	28 95
Chambers, Edwyn.....	Rectograph operator, census bureau, secretary of state.....	185 48
Chambers, George W.....	Guard, agricultural and industrial school, Industry.....	60 56
Champlain, George M.....	Attorney, conservation commission.....	30 00
Champlin, E. A.....	Coloring photographs, department of health.....	8 00
Chant, F. Raïmond.....	Special investigator, comptroller.....	25 00
Chant, F. Raïmond.....	Special investigator, department of agriculture.....	25 00
Chapin, C. H.....	Clerk, treasurer, Erie county.....	18 00
Chapin, Charles T.....	Attorney, attorney-general.....	50 00
Chapman, Bert.....	Foreman, highway commission.....	166 50
Chapman, George W.....	Attorney, attorney-general.....	17 00
Chapman, N. D.....	Physician, district attorney, Richmond county.....	10 00
Chapman, R. Bell.....	Proctor, university of the state of New York.....	25 00
Charles, Glenn E.....	Compiler, census bureau, secretary of state.....	188 71
Charles, T. T., & Co.....	Appraiser, insurance department.....	30 00
Charles, Walter.....	Stone tabulator, trustees of public buildings.....	175 00
Chase, Charles S.....	Veterinarian, Central Islip state hospital.....	45 00
Chatfield, Henry H.....	Attorney, attorney-general.....	30 62
Cheeseanan, Ben.....	Keeper, sheriff, Queens county.....	96 00
Cheetham, Samuel.....	Patrolman, conservation commission.....	201 68
Cheney, Guy W.....	Attorney, conservation commission.....	5 00
Cherry, William E., Jr.....	Stenographer, district attorney, Monroe county.....	5 00
Cherry, William E., Jr.....	Stenographer, superintendent of the poor, Monroe county.....	5 00

Chickering, Edward C.....	Honorary examiner, university of the state of New York.....	25 00
Chittenden, Rhea E.....	Entertainer, Newark custodial asylum.....	2 00
Chittenden, Warren.....	Guard, Tuscarora reservation, department of health.....	66 00
Chobot, Henry C.....	Process server, district attorney, Queens county.....	143 50
Choy, J. K.....	Interpreter, district attorney, Bronx county.....	5 00
Christiano, Antonia.....	Interpreter, census bureau, secretary of state.....	11 70
Christiano, Gaetano.....	Interpreter, county court, Kings county.....	1 20
Christopher, Joseph.....	Dipper boy, Saratoga reservation commission.....	43 05
Chung, Jock Kings.....	Interpreter, county court, Kings county.....	50 00
Chung, Jock Kings.....	Interpreter, supreme court, Kings county.....	10 00
Chute, Charles L.....	Stenographer, probation commission.....	9 45
Ciambrone, Fred.....	Interpreter, census bureau, secretary of state.....	7 80
Ciambrone, Fred.....	Interpreter, county court, Kings county.....	2 70
Ciambrone, Joseph.....	Interpreter, county court, Kings county.....	3 90
Ciminelli, James A.....	Interpreter, census bureau, secretary of state.....	27 00
Ciresi, Joseph.....	Interpreter, census bureau, secretary of state.....	24 00
Cirillo, Philip J.....	Interpreter, supreme court, Rensselaer county.....	10 00
Citret, Harry.....	Proctor, university of the state of New York.....	37 50
Claffey, Patrick.....	Clerk, board of elections, Monroe county.....	20 00
Clair, Francis R.....	Accountant, district attorney, Queens county.....	375 00
Claris, John T.....	Veterinarian, department of agriculture.....	3,400 00
Clark, Arthur P.....	Assistant to claim agent, department of public works.....	30 00
Clark, E. Day.....	Steinographer, highway commission.....	38 60
Clark, E. J.....	Attorney, conservation commission.....	5 00
Clark, Harold.....	Entertainer, Newark custodial asylum.....	30 00
Clark, Harold S.....	Map maker, census bureau, secretary of state.....	443 55
Clark, Julius J.....	Clerk, board of elections, Monroe county.....	24 00
Clark, Jennie L.....	Examiner, university of the state of New York.....	42 54
Clark, MacMullen & Riley.....	Plumbing experts, prison commission.....	50 00
Clark, Ward R.....	Proctor, university of the state of New York.....	15 00
Class, J.....	Clerk, treasurer, Erie county.....	2 22
Classen, Frederick L.....	Physician, workmen's compensation commission.....	55 00
Cleary, Joseph.....	Clerk, treasurer, Erie county.....	78 00
Cleaver, F. E.....	Veterinarian, agricultural and industrial school, Industry.....	383 20
Cleaves, Ella.....	Attendant, Saratoga reservation commission.....	18 59
Cleaves, Jesse B.....	Attendant, Saratoga reservation commission.....	18 59

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Clement, Maynard N.....	Attorney, attorney-general.....	\$100 00
Clemento, Ralph.....	Interpreter, census bureau, secretary of state.....	12 60
Cleveland, Seneca J.....	Carpenter and model maker, engineer and surveyor.....	182 00
Clingen, E. H.....	Proctor, university of the state of New York.....	2 50
Clinton, Leonard R.....	Entertainer, Elmira reformatory.....	25 00
Close, E. B.....	Hearing stenographer, Long Island state hospital.....	70 70
Chune, Eliza.....	Nurse, Glenridge sanatorium, Schenectady county.....	33 33
Churman, Albert W.....	Bacteriologist, health officer, port of New York.....	900 00
Coblick, John.....	Interpreter, census bureau, secretary of state.....	4 05
Cochrane, H. D.....	Medical examiner, state hospital, Ray Brook.....	57 00
Cocks, Addison.....	Watchman, sheriff, Nassau county.....	3 00
Cohen, Isaac F.....	Examiner of titles, insurance department.....	635 00
Cohen, Jacob.....	Interpreter, census bureau, secretary of state.....	36 00
Cohen, James.....	Investigator, department of foods and markets.....	15 00
Cohen, Morris.....	Interpreter, census bureau, secretary of state.....	39 00
Cohen, Nathan.....	Lecturer, farmers' institutes, department of agriculture.....	45 00
Cokely, William A.....	Appraiser, insurance department.....	2,075 00
Cole, George.....	Inspector, department of foods and markets.....	45 00
Cole, George H.....	Attorney, conservation commission.....	17 00
Cole, Soley.....	Compiler, census bureau, secretary of state.....	779 03
Colegrove, La Rue.....	Medical examiner, state hospital, Ray Brook.....	24 00
Coleman, Herbert C.....	Assistant secretary, commission to investigate mentally deficient.....	300 00
Coleman, Patrick.....	Leather expert, fiscal supervisor.....	40 00
Coles, John W.....	Investigator, district attorney, Nassau county.....	88 00
Collar, E. A.....	Compiler, census bureau, secretary of state.....	500 00
Collette, Liborio.....	Interpreter, census bureau, secretary of state.....	27 60
Collin, D. R.....	Architectural expert, department of architecture.....	700 00
Collingwood, H. W.....	Lecturer, farmers' institutes, department of agriculture.....	50 00
Collins, Helen.....	Stenographer, comptroller.....	1 00
Collins, Jacob S.....	Appraiser, insurance department.....	78 00

Collins, Julia V.....	Stenotype operator, department of public buildings.....	178 06
Collins, P. S.....	Attorney, attorney-general.....	38 00
Colp, Ralph.....	Proctor, university of the state of New York.....	15 00
Colson, Frederick D.....	Secretary, constitutional convention commission.....	1,200 00
Colson, Karl F.....	Stenographer, conservation commission.....	9 60
Colson, Karl, F.....	Stenographer, department of excise.....	1 10
Colson and Brice.....	Stenographer, public service commission, second district.....	8,323 37
Columbus Laboratories.....	Chemists, purchasing committee, hospital commission.....	345 60
Columbus Laboratories.....	Chemists, school for the blind, Batavia.....	2 40
Columbus Laboratories.....	Chemists, reformatory for women, Bedford.....	3 00
Columbus Laboratories.....	Chemists, Craig Colony, Sonyea.....	6 00
Columbus Laboratories.....	Chemists, Elnira reformatory.....	3 00
Columbus Laboratories.....	Chemists, agricultural and industrial school, Industry.....	6 00
Columbus Laboratories.....	Chemists, Letchworth Village, Thiells.....	3 00
Columbus Laboratories.....	Chemists, Newark Custodial asylum.....	6 00
Columbus Laboratories.....	Chemists, state hospital, Ray Brook.....	3 00
Columbus Laboratories.....	Chemists, Rome custodial asylum.....	8 40
Columbus Laboratories.....	Chemists, institution for feeble-minded children, Syracuse.....	6 00
Connesky, Josephine.....	Interpreter, district attorney, Queens county.....	10 00
Comstock, E.....	Special deputy, sheriff, Nassau county.....	150 00
Con, Henry.....	Special protector, conservation commission.....	122 00
Conkey, David.....	Patrolman, conservation commission.....	660 00
Conley, E. J.....	Clerk, treasurer, Erie county.....	138 00
Connolly, Helen.....	Stenographer, Bronx Parkway commission.....	91 75
Connolly, James.....	Keeper, sheriff, Queens county.....	96 00
Connolly, Mary.....	Stenographer, Bronx Parkway commission.....	21 00
Connolly, Myra.....	Attendant, Saratoga reservation commission.....	18 59
Connolly, Thomas A.....	Map maker, census bureau, secretary of state.....	899 10
Connor, Bernard.....	Policeman, police department, Tarrytown.....	184 00
Connor, Eleanor.....	Clerk, board of elections, Monroe county.....	29 26
Conlin, Edward J.....	Investigator, sheriff, Nassau county.....	12 00
Considine, M. E.....	Stenographer, Bronx Parkway commission.....	9 00
Conti, Joseph.....	Interpreter, census bureau, secretary of state.....	30 00
Conti, Thomas O.....	Interpreter, county court, Kings county.....	105 00
Conty, Tony D.....	Interpreter, census bureau, secretary of state.....	16 20
Conway, Alena.....	Stenographer, department of health.....	26 75

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Conway, William F.	Oculist, workmen's compensation commission.	\$10 00
Coogan, Josephine M.	Clerk, county court, Nassau county.	539 50
Cooke, A. R.	Dental examiner, university of the state of New York.	430 00
Cook, Charles C.	Investigator, district attorney, Nassau county.	6 00
Cook, Fred.	Cabinet maker, conservation commission.	104 00
Cook, Frank K.	Attorney, attorney-general.	18 80
Cook, Frank L.	Compiler, census bureau, secretary of state.	439 52
Cooke, Hazel A.	Stenographer, tax commission.	112 50
Cook, L. C. H.	Lecturer, farmers' institutes, department of agriculture.	10 00
Cook, Mary.	Nurse, Mountain Sanatorium, Broome county.	10 00
Cook, S. J.	Lecturer, farmers' institutes, department of agriculture.	5 00
Coon, R. A.	Musician, Hudson River state hospital.	30 00
Coon, Ralph T.	Stenographer, conservation commission.	3 00
Coonley, W. J.	Clerk, treasurer, Erie county.	18 00
Coons, Scott B.	Process server, attorney-general.	2 00
Coopernail, G. P.	Physician, reformatory for women, Bedford.	5 00
Copley, Mrs. L. F.	Stenographer, university of the state of New York.	45 00
Coraza, S.	Interpreter, industrial commission.	12 00
Corey, M. H.	Patrolman, conservation commission.	383 23
Cormany, Walter.	Compiler, census bureau, secretary of state.	689 52
Corney, Joseph P.	Investigator, attorney-general.	97 00
Cornish, W. A.	Proctor, university of the state of New York.	50 00
Cornwall, A. R.	Attorney, department of excise.	82 00
Cornwall, A. Raymond.	Appraiser, insurance department.	30 00
Corps, Alice.	Comptometer operator, census bureau, secretary of state.	270 96
Corti, Frank A.	Interpreter, census bureau, secretary of state.	9 00
Corts, Harold.	Engineer, conservation commission.	357 50
Costari, F. Leo.	Interpreter, district attorney, Nassau county.	5 00
Costello, Lawrence.	Clerk, board of elections, Erie county.	6 00
Costello, W. Earl.	Foreman, highway commission.	44 00

Cotte, Frank B.....	Detective, department of excise.....	99 00
Cotter, Lawrence E.....	Medical expert, district attorney, Kings county.....	25 00
Cottone, Nino C.....	Court officer, supreme court, Nassau county.....	5 00
Couch, Melvin H.....	Attorney, attorney-general.....	18 43
Couch, N. F.....	Stenographer, supreme court, ninth district.....	10 00
Coughlin, John P.....	Clerk, treasurer, Erie county.....	36 00
Coughlin, Joseph P.....	Attorney, attorney-general.....	1,295 83
Coughlin, T. J.....	Appraiser, insurance department.....	20 00
Coupe, Leo. O.....	Attorney, attorney-general.....	15 00
Courbalk, A.....	Interpreter, court of general sessions, New York county.....	5 00
Courtney, A. W.....	Proctor, university of the state of New York.....	62 50
Courtney, B. H.....	Clerk, university of the state of New York.....	2 50
Courtney, John.....	Patrolman, conservation commission.....	88 80
Courtney, R. W.....	Proctor, university of the state of New York.....	142 50
Courtney, Thomas E.....	Attorney, attorney-general.....	20 00
Couse, L. C.....	Lecturer, farmers' institutes, department of agriculture.....	264 90
Covert, Emma.....	Stenographer, school of agriculture and domestic science, Delhi.....	2 10
Covey, George H.....	Honorary examiner, university of the state of New York.....	25 00
Cowie, Charles.....	Veterinarian, St. Lawrence state hospital.....	41 50
Cox, Hugh.....	Appraiser, insurance department.....	5 00
Cox, H. E.....	Lecturer, farmers' institutes, department of agriculture.....	10 00
Coykendall, Florence.....	Entertainer, Newark custodial asylum.....	123 00
Craig, Edith A.....	Stenographer, attorney-general.....	6 00
Craig, Henry A.....	Medical expert, district attorney, Richmond county.....	25 00
Crandell, John L.....	Attorney, attorney-general.....	51 05
Crane, Julia E.....	Member of music committee, university of the state of New York.....	10 70
Crawford, C. C.....	Detective, department of excise.....	4 50
Crawford, F. M.....	Expert, Saratoga reservation commission.....	10 00
Cray, P. W.....	Policeman, police department, Saratoga Springs.....	3 00
Cree, O. F.....	Witness, department of excise.....	5 00
Creighton, John E.....	Watchman, sheriff, Nassau county.....	20 00
Crisman, B. J.....	Medical examiner, industrial commission.....	5 00
Crissey, Jane H.....	Lecturer, library school, university of the state of New York.....	20 00
Croff, Eugene.....	Interpreter, census bureau, secretary of state.....	15 00
Cromie, W. A.....	Proctor, university of the state of New York.....	7 50
Cromley & Giltins.....	Attorney, conservation commission.....	15 00

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Cronin, John J.....	Lecturer, department of health.....	\$25 00
Cross, Eugene.....	Interpreter, census bureau, secretary of state.....	3 00
Cross, James T.....	Attorney, conservation commission.....	20 00
Cross, Mary E.....	Stenographer, Rome custodial asylum.....	28 00
Cross, Mary T.....	Transfer agent, hospital commission.....	40 00
Crounse, Stanley B.....	Stenographer, Schoharie school of agriculture, Cobleskill.....	63 20
Cruise, Daniel.....	Appraiser, department of agriculture.....	1,065 00
Cucci, Samuel.....	Interpreter, census bureau, secretary of state.....	23 80
Cuddeford, F. M.....	Chorister, St. Lawrence state hospital.....	192 00
Cuff, Hannah.....	Comptometer operator, census bureau, secretary of state.....	578 22
Cullhane, F. Mildred.....	Stenographer, board of elections, Monroe county.....	122 00
Cullen, Patrick H.....	Proctor, university of the state of New York.....	25 00
Culver, H. W.....	Expert, department of agriculture.....	20 00
Culver, W. R.....	Stenographer, supreme court, Niagara county.....	72 75
Cummins, Josephine.....	Stenographer, tercentenary commission.....	109 75
Cunningham, Daniel.....	Patrolman, conservation commission.....	180 00
Cunningham, F. J.....	Witness, department of agriculture.....	4 00
Cunningham, Katharine.....	Junior clerk, Saratoga reservation commission.....	15 05
Cunningham, Robert.....	Patrolman, conservation commission.....	240 00
Cuoco, Rocco.....	Interpreter, census bureau, secretary of state.....	2 40
Curiale, Thomas.....	Court officer, supreme court, Nassau county.....	6 60
Curran, Francis.....	Stenographer, supreme court, Dutchess county.....	5 00
Curren, J.....	Veterinarian, department of agriculture.....	39 50
Curran, O. D.....	Stenographer, superintendents of elections.....	164 90
Currie, J. M.....	Veterinarian, Rome custodial asylum.....	153 50
Curry, Elizabeth.....	Nurse, Glenridge sanatorium, Schenectady county.....	50 00
Curry, Frank H.....	Attorney, attorney-general.....	67 52
Curry, Helen.....	Typewriter copyist, industrial commission.....	52 00
Curry, Regina.....	Telephone operator, district attorney, Kings county.....	25 80
Curtice, Walter S.....	Attendant, sheriff, Monroe county.....	96 00

Curtin, John.....	Clerk, treasurer, Erie county.....	35 17
Curtis, F. C.....	Examiner, board of embalming examiners.....	50 00
Curtis, H. B.....	Advisory engineer, conservation commission.....	80 00
Curtis, J. G.....	Lecturer, farmers' institutes, department of agriculture.....	118 00
Cusani, Vladimiro.....	Guard, agricultural and industrial school, Industry.....	9 43
Custo, James.....	Interpreter, county clerk, Rensselaer county.....	5 00
Custo, James.....	Interpreter, supreme court, Rensselaer county.....	5 00
Cuzani, Vladimiro.....	Interpreter, census bureau, secretary of state.....	6 90
Cwiklinski, John.....	Clerk, treasurer, Erie county.....	15 00
Dady, Chester A.....	Examiner of transfer of stocks, comptroller.....	350 00
Dady, Kathleen.....	Stenographer, conservation commission.....	71 66
Dagher, George C.....	Interpreter, county court, Kings county.....	115 00
Dagia, Paul.....	Interpreter, census bureau, secretary of state.....	27 60
Dagnall, James J.....	Guard, agricultural and industrial school, Industry.....	7 23
Dair, M. J.....	Veterinarian, department of agriculture.....	126 00
Daley, D. D.....	Medical expert, conservation commission.....	5 50
Damico, Louis.....	Interpreter, census bureau, secretary of state.....	36 00
D'Andrea, Philip J.....	Interpreter, census bureau, secretary of state.....	39 00
Danes, Frank.....	Interpreter, county court, Kings county.....	11 70
Danforth, A. Louis.....	Veterinarian, department of agriculture.....	77 00
D'Angelo, Antonio.....	Interpreter, census bureau, secretary of state.....	9 00
Danielson, Charles S.....	Auditor, industrial commission.....	124 50
Dann, George J.....	Proctor, university of the state of New York.....	25 00
Dann, Hollis.....	Honorary examiner, university of the state of New York.....	43 75
Dann, Matie J.....	Lecturer, farmers' institutes, department of agriculture.....	131 20
Danziger, M.....	Veterinarian, department of agriculture.....	14 00
Darch, William J.....	Map maker, census bureau, secretary of state.....	438 31
Dargen, Mary A.....	Stenographer, industrial commission.....	152 00
Darlington, Charles.....	Medical witness, district attorney, Queens county.....	25 00
Darrow, Frederick E. W.....	Counsel, attorney-general.....	20 00
Dart, Frank S.....	Photographer, department of foods and markets.....	45 00
David, Edith.....	Telephone operator, agricultural and industrial school, Industry.....	1 17
Davidson, Herman C.....	Honorary examiner, university of the state of New York.....	20 00
Davis, A. E. & G. E.....	Ophthalmologist, Central Islip state hospital.....	62 50
Davis, C. H.....	Dentist, Newark custodial asylum.....	20 50
Davis, C. L.....	Undertaker, Elmira reformatory.....	65 00

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Davis, Edmund S.	Consulting engineer, public service commission, first district.	\$325 00
Davis, Frank.	Court officer, county court, Nassau county.	108 00
Davis, Frank.	Investigator, district attorney, Nassau county.	30 00
Davis, Frank.	Investigator, sheriff, Nassau county.	85 00
Davis, Frank.	Court officer, supreme court, second district.	99 00
Davis, Freelon J.	Attorney, conservation commission.	30 00
Davis, George.	Investigator, sheriff, Nassau county.	12 00
Davis, Oscar S.	Bathing master, Fire Island State Park commission.	227 50
Davis, Thomas A.	Clerk, treasurer, Erie county.	27 00
Davis, Ulster.	Inspector, department of public works.	300 00
Davis, William R.	Expert bridge designer, highway commission.	4,500 00
Dawley, F. E.	Lecturer, farmers' institutes, department of agriculture.	20 00
Dawson, Edgar.	Honorary examiner, university of the state of New York.	50 00
Day, Mildred K.	Stenographer, department of health.	53 25
Deady, Mary C.	Proctor, university of the state of New York.	45 00
Deane, W. C.	Dental examiner, university of the state of New York.	565 25
De Biacc, Matteo.	Interpreter, census bureau, secretary of state.	29 10
Decant, Abel D.	Comptometer operator, census bureau, secretary of state.	112 50
Decker, Floyd.	Proctor, university of the state of New York.	87 50
Decker, Martin S.	Expert, public service commission, second district.	770 00
De Goas, Jose R.	Interpreter, supreme court, second district.	5 00
Deitchman, Herman.	Interpreter, census bureau, secretary of state.	18 00
Delmonte, Louis.	Interpreter, census bureau, secretary of state.	3 00
De Luca, Anthony M.	Process server, district attorney, Queens county.	14 00
Del Vecchio, Frank.	Watchman, Bronx Parkway commission.	8 75
De Macchi, C.	Musician, tercentenary commission.	700 00
Demington, Fred C.	Surveyor, district attorney, Kings county.	87 38
Demm, George M.	Stenographer, district attorney, Queens county.	20 00
Denmer, Robert.	Foreman, department of agriculture.	203 00
Denerie, Edward.	Interpreter, census bureau, secretary of state.	41 40

De Nicolo, Dominick.....	Investigator, district attorney, Nassau county.....	10 00
Denman, I. O.....	Veterinarian, Middletown state hospital.....	19 00
Dennington, Fred C.....	Surveyor, district attorney, Kings county.....	4 50
Dennis, William H.....	Examiner, university of the state of New York.....	887 47
Denny, Frederick.....	Hearing stenographer, industrial commission.....	335 92
Denton, Harry.....	Moving picture operator, Middletown state hospital.....	5 40
De Paolo, Louis.....	Interpreter, census bureau, secretary of state.....	21 90
Depew, F. E.....	Proctor, university of the state of New York.....	7 50
Derby, James W.....	Map maker, census bureau, secretary of state.....	943 55
Deutsch, Morris.....	Medical witness, district attorney, Queens county.....	5 00
Devery, Mary A.....	Assistant matron, reformatory for women, Bedford.....	19 35
De Vivo, Rudolph E.....	Interpreter, census bureau, secretary of state.....	33 00
Dewey, C. R.....	Engineering draftsman, Saratoga reservation commission.....	42 50
Devlin, James L.....	Medical expert, district attorney, Richmond county.....	20 00
De Waltoff, D. Boris.....	Interpreter, supreme court, second district.....	10 00
Dexter, W. H.....	Lecturer, farmers' institutes, department of agriculture.....	675 50
Deyo, Thomas.....	Investigator, sheriff, Nassau county.....	15 00
Di Carlo, Joseph.....	Interpreter, census bureau, secretary of state.....	6 90
Dickerson, William L.....	Attorney, attorney-general.....	128 10
Dickie, G. D.....	Proctor, university of the state of New York.....	5 00
Dickinson, Charles E.....	Attendant, sheriff, Nassau county.....	270 00
Diebold, Joseph R.....	Clerk, treasurer, Erie county.....	87 00
Diekman, G. C.....	Examiner, board of pharmacy, university of the state of New York.....	582 94
Diem, E. S.....	Clerk, treasurer, Erie county.....	22 00
Dillon, Gregory.....	Attorney, attorney-general.....	6 74
Dillon, M.....	Clerk, treasurer, Erie county.....	18 00
Diner, Jacob.....	Member, board of pharmacy, university of the state of New York.....	259 04
Dinning, Louise.....	Typewriter copyist, industrial commission.....	118 00
Dirschen, Harry J.....	Interpreter, census bureau, secretary of state.....	36 00
Discenza, John.....	Interpreter, census bureau, secretary of state.....	12 75
Dobbins, James M.....	Medical expert, district attorney, Queens county.....	10 00
Dobrookky, Benjamin.....	Interpreter, census bureau, secretary of state.....	6 00
Dobson, W. G.....	Ophthalmologist, Hudson River state hospital.....	390 00
Dodge, Mollie B.....	Stenographer, department of health.....	5 00
Doherty, William R.....	Attorney, attorney-general.....	43 17
Doll, C. E.....	Veterinarian, Kings Park state hospital.....	5 00

EMPLOYMENTS WITHOUT EXAMINATION — Continued

NAME	Position and office	Compensation
Donaldson, Charles.....	Expert witness, conservation commission.....	\$7 50
Donaldson, John A.....	Appraiser, banking department.....	25 00
Doncaster, Lillian E.....	Stenographer, hospital commission.....	30 00
Donigan, Grace V.....	Telephone operator, county court, Kings county.....	168 30
Donohue, Ed.....	Addressing envelopes, Saratoga reservation commission.....	5 40
Donohue, James.....	Patrolman, conservation commission.....	660 00
Donahue, John.....	Deputy sheriff, district attorney, Nassau county.....	10 00
Donohue, Joseph.....	Policeman, police department, Saratoga Springs.....	6 00
Donohue, J. F.....	Medical expert, district attorney, Queens county.....	5 00
Donohue, Lawrence A.....	Process server, district attorney, Queens county.....	10 50
Donelan, T. P.....	Appraiser, insurance department.....	10 00
Donlon, Katharine.....	Stenographer, training school for boys, Yorktown Heights.....	277 60
Donnalley, DeLancey.....	Interpreter, census bureau, secretary of state.....	36 00
Donnelly, Christopher.....	Officer, county court, Nassau county.....	82 80
Donnelly, Christopher.....	Officer, supreme court, Nassau county.....	156 40
Donnelly, Frank.....	Attendant, Saratoga reservation commission.....	18 59
Donnelly, Mary.....	Stenographer, department of health.....	5 00
Donnelly, Philip.....	Keeper, sheriff, Queens county.....	96 00
Donovan, Florence T.....	Medical witness, district attorney, Richmond county.....	25 00
Dooley, Mary E.....	Typewriter copyist, superintendent of the poor, Oneida county.....	15 00
Dooley, M. H.....	Keeper, superintendent of the poor, Oneida county.....	25 69
Dooling, E. E.....	Veterinarian, department of agriculture.....	14 00
Dooling, R. E.....	Veterinarian, department of agriculture.....	14 00
Doolittle, Ethelyn.....	Instructor in dietetics, Hudson River state hospital.....	150 00
Dorsey, Cornelius.....	Watchman, highway commission.....	382 00
Dotterer, William D.....	Expert, bovine tuberculosis, department of health.....	302 40
Dougherty, Hugh.....	Appraiser, insurance department.....	20 00
Dougherty, S. S.....	Stenographer, Bronx Parkway commission.....	2 25
Douglass, F. J.....	Physician, industrial commission.....	12 00
Douglas, Martin F.....	Appraiser, insurance department.....	5 00

Doust, I. U.	Photographer, institution for feeble-minded children, Syracuse.	12 00
Dowdie, Edward.	Expert witness, workmen's compensation commission.	20 00
Dowling, Robert E.	Appraiser, insurance department.	3,500 00
Dowling, William F.	Attorney, attorney-general.	241 12
Downer, Charles S.	Honorary examiner, university of the state of New York.	20 00
Downing, Joseph.	Clerk, treasurer, Erie county.	47 32
Downing, Mitchell.	Dentist, Hudson River state hospital.	70 45
Downs, John C.	Patrolman, conservation commission.	364 00
Downs, Winifred E.	Clerk, commissioner of jurors, Monroe county.	194 00
Doxsee, Herbert.	Compiler, census bureau, secretary of state.	808 06
Doyle, Lawrence P.	Process server, district attorney, Queens county.	231 00
Doyle, M. J.	Veterinarian, department of agriculture.	689 00
Drejza, Walter.	Interpreter, census bureau, secretary of state.	7 50
Drescher, James.	Clerk, treasurer, Erie county.	12 00
Drew, John.	Veterinarian, Binghamton state hospital.	3 00
Driscoll, Arthur S.	Physician, district attorney, Richmond county.	25 00
Driscoll, J. Frank.	Special detective, department of excise.	35 00
Driscoll, Thomas A.	Appraiser, insurance department.	20 00
Droge, Harry W.	Attorney, attorney-general.	13 97
Dropik, Anthony.	Clerk, board of elections, Erie county.	6 00
Drosso, Peter.	Interpreter, census bureau, secretary of state.	6 52
Drumm, Albert.	Clerk, treasurer, Erie county.	18 00
Drury, J. E.	Clerk, treasurer, Erie county.	18 73
Drysdale, A. H.	Investigator, department of foods and markets.	75 00
Duane, Arthur.	Patrolman, conservation commission.	436 80
Dube, Millie.	Comptometer operator, district attorney, Kings county.	30 00
Dumbrowski, Vincent.	Interpreter, census bureau, secretary of state.	9 30
Dunber, John.	Officer, sheriff, Nassau county.	4 00
Duncan, J. D.	Proctor, university of the state of New York.	10 00
Dunlap, David S.	Rectograph operator, census bureau, secretary of state.	775 00
Dunlap, Sarah J.	Teacher, institution for feeble-minded children, Syracuse.	10 50
Dunn, James J.	Special detective, department of excise.	35 00
Dunn, Nellie.	Addressing envelopes, probation commission.	1 25
Dunn, Thomas.	Addressograph operator, census bureau, secretary of state.	350 00
Dunn, William R.	Clerk, treasurer, Monroe county.	162 50
Dunphy, Alice C.	Stenographer to village attorney, board of trustees, Saratoga Springs.	120 00

EMPLOYMENTS WITHOUT EXAMINATION — Continued

NAME	Position and office	Compensation
Dunphy, Alice C.	Stenographer, Saratoga reservation commission.	\$4 00
Dupraw, John H.	Patrolman, conservation commission.	360 00
During, Ralph.	Guard at Tuscarora Reservation, department of health.	36 00
Dye, L. Edgar.	Watchman, sheriff, Nassau county.	20 00
Dyer, Helen.	Addressograph operator, census bureau, secretary of state.	175 40
Eagan, John.	Keeper, sheriff, Queens county.	80 00
Earles, J. S.	Expert lumber inspector, public service commission, first district.	600 00
Eastman, W. R.	Lecturer, university of the state of New York.	120 00
Eccles, Mary M.	Stenographer, district attorney, Kings county.	391 43
Eckstein, Goldie L.	Stenographer, attorney-general.	91 25
Eckstein, Goldie L.	Stenographer, sheriff, New York county.	90 00
Edick, John.	Witness, conservation commission.	13 00
Edinger, Samuel.	Foreman, department of agriculture.	381 00
Edmonds, Emily F.	Bath superintendent, Saratoga reservation commission.	256 66
Edmonds, J. L.	Lecturer, farmers' institutes, department of agriculture.	10 00
Edson, Elmer.	Clerk, treasurer, Erie county.	15 00
Edson, Walter H.	Attorney, attorney-general.	18 59
Edwards, Edith.	Examiner, university of the state of New York.	38 79
Edwards, James L.	Election clerk, board of elections, Oneida county.	399 00
Edwards, William H.	Honorary examiner, university of the state of New York.	25 00
Egbert, Jennie B.	Typewriter copyist, industrial commission.	52 00
Eger, Henry.	Court officer, sheriff, Nassau county.	4 00
Eger, Joseph.	Clerk, treasurer, Erie county.	39 00
Eggleston, Harry W.	Veterinarian, department of agriculture.	1,183 00
Ehlers, Henry.	Janitor, census bureau, secretary of state.	15 00
Eichenfeld, Charles.	Interpreter, census bureau, secretary of state.	72 00
Eichner, Andrew.	Interpreter, census bureau, secretary of state.	27 00
Elardo, Joseph.	Interpreter, census bureau, secretary of state.	12 00
Elder, Emma L.	Nurse, Auburn prison.	66 00
Elliott, S. M.	Superintendent of grading, Scholastic school of agriculture, Cobleskill.	115 00

Elliott, S. M.	Superintendent of grading, Long Island school of agriculture, Farmingdale.	115 00
Ellis, Hubert.	Medical witness, district attorney, Queens county.	40 00
Ellis, Mrs. M. R.	Entertainer, Elmira reformatory.	5 00
Ellis, Richard J.	Medical witness, district attorney, Queens county.	5 00
Ellis, Willis C.	Attorney, attorney-general.	114 59
Ellis, W. H.	Lecturer, farmers' institutes, department of agriculture.	5 00
Ellsworth, Jessamine.	Proctor, university of the state of New York.	12 00
Elmer, Frederick D.	Stenographer, surrogate, Nassau county.	170 00
Elmer, Frederick D.	Stenographer, county court, Nassau county.	140 00
Elsey, John B.	Investigator, district attorney, Bronx county.	40 00
Ely, O. C.	Proctor, university of the state of New York.	55 00
Emerson, Charles.	Appraiser, insurance department.	10 00
Emerson, Herbert A.	Expert assistant, attorney-general.	1,200 00
Emerson, H. A.	Manager of auction markets, department of foods and markets.	750 00
Engel, Gussie A.	Detective, department of excise.	126 00
England, E.	Fireman, superintendent of the poor, Oneida county.	8 26
England, E.	Night watchman, sheriff, Nassau county.	18 67
Ennis, Frances E.	Stenographer, workmen's compensation commission.	15 00
Ennis, John A.	Lecturer, farmers' institutes, department of agriculture.	675 00
Enquist, Carl.	Attendant, Saratoga reservation commission.	18 00
Enright, J. David.	Attorney, attorney-general.	313 06
Erdman, Max.	Keeper, sheriff, Queens county.	96 00
Ernest, M.	Proctor, university of the state of New York.	25 00
Escobal, Nellie.	Bath attendant, Saratoga reservation commission.	164 00
Estabrook, W. S.	Proctor, university of the state of New York.	160 00
Esmond, Helen.	Clerk, executive department.	30 00
Evangelistic Commission.	Clerical services, tercentenary commission.	6 00
Evans, Albert.	Fireman, conservation commission.	108 00
Evans, Jennie L.	Typewriter copyist, workmen's compensation commission.	4 65
Evans, W. E.	Lecturer, farmers' institutes, department of agriculture.	5 00
Everall, Homer G.	Proctor, university of the state of New York.	92 50
Fabrello, H. A.	Medical expert, district attorney, Queens county.	10 00
Facto, Michael.	Patrolman, conservation commission.	176 13
Fadden, Wesley C.	Patrolman, conservation commission.	360 00
Fagan, James H.	Advisory clerk, board of elections, Rensselaer county.	524 00
Fagnani, Charles P.	Honorary examiner, university of the state of New York.	40 00

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Fahr, Mildred	Stenographer, industrial commission	\$30 00
Fake, Charles T.	Veterinarian, Great Meadow prison	13 00
Falch, W. A.	Entertainer, Elmira reformatory	25 00
Falcone, Joseph	Interpreter, census bureau, secretary of state	3 15
Falkenbury, Arthur E.	Physician, Great Meadow prison	20 00
Falkowski, John	Interpreter, census bureau, secretary of state	18 15
Faltyn, John A.	Interpreter, census bureau, secretary of state	28 50
Fanelli, F. W.	Detective, department of excise	155 00
Fanning, Joel	Attorney, attorney-general	73 13
Farley, Mary T.	Teacher at camp school, university of the state of New York	144 00
Farley, Philip P.	Efficiency and consulting engineer, highway commission	913 96
Farley, Thomas	Watchman, surrogate, Queens county	450 00
Farmer, Thomas P.	Medical witness, attorney-general	150 00
Farney, Joseph F.	Patrolman, conservation commission	360 00
Farrell, E. J.	Detective, department of excise	60 00
Farrell, John	Patrolman, conservation commission	222 58
Farrington, Justin	Witness, conservation commission	25 00
Fash, Augustine	Interpreter, census bureau, secretary of state	35 40
Fasknecht, Henry	Officer, sheriff, Nassau county	4 00
Fatt, Harry	Interpreter, county court, Kings county	21 90
Faulkner, W. E.	Patrolman, conservation commission	346 45
Favasuli, Joseph	Interpreter, census bureau, secretary of state	38 10
Fawcett, H. A.	Investigator, sheriff, Nassau county	45 00
Faxon, Frances	Examiner, university of the state of New York	36 29
Fay, John F.	Expert, comptroller	32 50
Fay, Luke H.	Map maker, census bureau, secretary of state	1,132 26
Fayles, John	Comptometer operator, census bureau, secretary of state	233 87
Fearon, William B.	Watchman, sheriff, Nassau county	6 00
Featherston, Irad E.	Patrolman, conservation commission	162 58
Featherstone, William J.	Detective, department of excise	495 00

Fedden, Anthony.....	Investigator, sheriff, Nassau county.....	20 00
Federbusch, Philip.....	Interpreter, county court, Monroe county.....	57 00
Federbusch, Philip.....	Interpreter, district attorney, Monroe county.....	24 00
Federbusch, Philip.....	Interpreter, superintendent of the poor, Monroe county.....	6 00
Fedricco, James.....	Interpreter, census bureau, secretary of state.....	39 00
Feezer, Lester W.....	Legal assistant, department of health.....	363 32
Fehr, F. F.....	Veterinarian, department of agriculture.....	7 00
Fehr, F. P.....	Proctor, university of the state of New York.....	10 00
Feldman, Samuel.....	Interpreter, court of general sessions, New York county.....	15 00
Felerski, Adam.....	Interpreter, district attorney, Monroe county.....	3 00
Felino, George W.....	Interpreter, census bureau, secretary of state.....	3 90
Felt, E. J.....	Patrolman, conservation commission.....	660 00
Felter, George.....	Court attendant, district attorney, Kings county.....	50 00
Felton, C. A.....	Medical witness, attorney-general.....	150 00
Fenn, Henry J.....	Dentist, house of refuge, Albion.....	83 75
Fennessy, Mary.....	Stenographer, board of charities.....	50 00
Ferguson, Duncan.....	Policeman, police department, Saratoga Springs.....	3 00
Ferguson, Florence W.....	Stenographer, department of foods and markets.....	68 00
Ferguson, George A.....	Examiner, board of pharmacy, university of the state of New York.....	3,956 30
Fernandy, Tony.....	Interpreter, census bureau, secretary of state.....	23 40
Ferrara, Michael.....	Interpreter, census bureau, secretary of state.....	4 35
Ferrare, Archangel M.....	Interpreter, census bureau, secretary of state.....	36 00
Ferrick, William.....	Clerk, treasurer, Erie county.....	15 90
Ferris, Charles.....	Patrolman, conservation commission.....	352 26
Ferris, Joseph.....	Interpreter, census bureau, secretary of state.....	22 50
Ferris, Mary.....	Stenographer, Bronx Parkway commission.....	3 00
Festa, Emilio.....	Interpreter, census bureau, secretary of state.....	21 00
Fields, William F.....	Surveyor, conservation commission.....	53 43
Fina, Joseph.....	Interpreter, census bureau, secretary of state.....	5 40
Finch, Charles C.....	Clerk, association for surrogates.....	48 80
Find, Thomas.....	Interpreter, district attorney, Kings county.....	10 00
Fink, J. W.....	Veterinarian, Letchworth Village, Thiells.....	68 00
Fischle, O. E.....	Proctor, university of the state of New York.....	10 00
Fisher, A. D.....	Veterinarian, department of agriculture.....	14 00
Fisher, Frank J.....	Clerk, treasurer, Erie county.....	36 00
Fisher, George A.....	Attorney, attorney-general.....	100 00

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Fisher, Harry M.	Compiler, census bureau, secretary of state	\$186 64
Fisher, Henry C.	Proctor, university of the state of New York	17 50
Fisher, O. E.	Proctor, university of the state of New York	125 00
Fischer, Simon	Interpreter, census bureau, secretary of state	30 00
Fisher, Thomas F.	Clerk, treasurer, Erie county	44 89
Fisk, Marion B.	Entertainer, Newark custodial asylum	8 00
Fisk, W. W.	Cheese instructor, department of agriculture	250 00
Fiske, John W.	Court attendant, sheriff, Richmond county	24 00
Fitch, E. A.	Clerk and stenographer, department of agriculture	175 00
Fitch, J. H.	Teacher, school for the blind, Batavia	5 00
Fitts, Florence	Typewriter copyist, university of the state of New York	1 00
Fitzpatrick, Thomas	Foreman, highway commission	48 00
Flaherty, Frederick	Medical expert, workmen's compensation commission	62 00
Flaherty, Robert	Investigator, attorney-general	250 00
Flanagan, James	Stenographer, Palisades Interstate Park Commission	35 00
Flanigan, C. H.	Surveyor, conservation commission	53 00
Fleischer, John M.	Assistant, commission on the government of Nassau county	1,450 00
Fleming, B. K.	Guard at Tuskarora Reservation, department of health	45 00
Fleming, John A.	Clerk, treasurer, Erie county	2 72
Fleming, James W.	Physician, workmen's compensation commission	3 00
Flesch, Berthold	Medical examiner, industrial commission	5 00
Fletcher, L. B.	Night watchman, Saratoga reservation commission	84 00
Fletcher, Milton J.	Honorary examiner, university of the state of New York	25 00
Flick, A. C.	Lecturer, school for the blind, Batavia	55 00
Flinn, Daniel S.	Examiner of titles, insurance department	300 00
Flore, William	Clerk, treasurer, Erie county	137 79
Florence, Frank	Clerk, treasurer, Erie county	99 55
Flower, Joe	Interpreter, census bureau, secretary of state	6 00
Flynn, James	Patrolman, conservation commission	292 88
Flynn, Joseph F.	Special detective, department of excise	35 00

Foestner, F. E.	Proctor, university of the state of New York.	82 50
Fogg, Frank S.	Map maker, census bureau, secretary of state.	1,275 00
Follmer, Ida.	Stenographer, Bronx Parkway Commission.	27 00
Folsom, Edward O.	Honorary examiner, university of the state of New York.	25 00
Footte, N. E.	Dentist, Great Meadow prison.	45 50
Forbes, J. C.	Proctor, university of the state of New York.	100 00
Ford, Frank J.	Attorney, attorney-general.	60 00
Ford, R. D.	Proctor, university of the state of New York.	20 00
Forfey, Frank R.	Expert, commission for the mentally deficient.	250 00
Forthmiller, Albert F.	Stenographer, attorney-general.	326 35
Foss, B. G.	Attorney, conservation commission.	190 00
Foster, Nelson R.	Patrolman, conservation commission.	290 00
Fowler, George.	Proctor, university of the state of New York.	40 00
Fox, Edward.	Violinist, Letchworth Village, Thiells.	5 00
Foy, George.	Entertainer, state hospital, Ray Brook.	5 50
Fraenkel, Joseph.	Medical witness, industrial commission.	20 00
Frahm, Anna R.	Stenographer, palisades interstate park commission.	47 00
Frank, George F.	Interpreter, district attorney, Monroe county.	3 00
Frankel, Emil.	Special investigator, commission for the mentally deficient.	100 00
Franklin, John H.	Musician, Matteawan state hospital.	15 00
Franklin, Ruth.	Stenographer, training school for boys, Yorktown Heights.	76 75
Frateschi, Joseph.	Interpreter, census bureau, secretary of state.	3 90
Frawley, C. B.	Dentist, institution for feeble-minded children, Syracuse.	137 50
Frawley, John.	Clerk, treasurer, Erie county.	21 00
Freckleton, Edward T.	Compiler, census bureau, secretary of state.	113 71
Frederick, Harry.	Veterinarian, Letchworth Village, Thiells.	10 00
Frederick, William C.	Clerk, board of elections, Erie county.	6 00
Freiberg, Charles.	Pianist, Matteawan state hospital.	15 00
Fremouw, J. A.	Entertainer, Newark custodial asylum.	2 00
French, Archie L.	Entertainer, school for the blind, Batavia.	10 00
French, Samuel D.	Stenographer, supreme court, Steuben county.	100 00
French Pancoast Laboratories.	Chemists, attorney-general.	80 00
Frey, W. Guernsey, Jr.	Proctor, university of the state of New York.	65 00
Friedland, Abraham H.	Interpreter, county court, Queens county.	5 00
Friedman, Hilda.	Stenographer, industrial commission.	35 81
Frink, W. E.	Veterinarian, school for the blind, Batavia.	3 00

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Frost, James P.....	Foreman, highway commission.....	\$114 00
Fry, A. J.....	Proctor, university of the state of New York.....	25 00
Fry, H. D.....	Proctor, university of the state of New York.....	15 00
Fuel Engineering Co.....	Analysis of coal, house of refuge, Albion.....	12 50
Fuel Engineering Co.....	Analysis of coal, school for the blind, Batavia.....	31 25
Fuel Engineering Co.....	Analysis of coal, soldiers' and sailors' home, Bath.....	287 50
Fuel Engineering Co.....	Analysis of coal, reformatory for women, Bedford.....	75 00
Fuel Engineering Co.....	Analysis of coal, Craig colony, Sonyea.....	106 25
Fuel Engineering Co.....	Analysis of coal, Elmira reformatory.....	43 75
Fuel Engineering Co.....	Analysis of coal, training school for girls, Hudson.....	43 75
Fuel Engineering Co.....	Analysis of coal, agricultural and industrial school, Industry.....	43 75
Fuel Engineering Co.....	Analysis of coal, Thomas Indian school, Iroquois.....	19 25
Fuel Engineering Co.....	Analysis of coal, Letchworth Village, Thiells.....	12 50
Fuel Engineering Co.....	Analysis of coal, Napanoch reformatory.....	12 50
Fuel Engineering Co.....	Analysis of coal, Newark custodial asylum.....	37 50
Fuel Engineering Co.....	Analysis of coal, women's relief corps home, Oxford.....	6 25
Fuel Engineering Co.....	Analysis of coal, state hospital, Ray Brook.....	15 50
Fuel Engineering Co.....	Analysis of coal, Rome custodial asylum.....	81 25
Fuel Engineering Co.....	Analysis of coal, institution for feeble-minded children, Syracuse.....	25 00
Fuhr, A.....	Attendant, Saratoga reservation commission.....	7 74
Fuller, V. E.....	Lecturer, farmers' institutes, department of agriculture.....	10 00
Fullerton, H. B.....	Attorney, department of agriculture.....	35 00
Fullerton, H. B.....	Attorney, attorney-general.....	471 00
Fulmer, Clarence.....	Night watchman, school of agriculture, Morrisville.....	21 59
Funkhouser, W. D.....	Honorary examiner, university of the state of New York.....	60 00
Fussillo, Leonard.....	Interpreter, census bureau, secretary of state.....	6 00
Fuzzell, Thomas J.....	Interpreter, census bureau, secretary of state.....	36 00
Gage, J. E.....	Ophthalmologist, Utica state hospital.....	207 50
Gagliano, Francis.....	Interpreter, census bureau, secretary of state.....	19 50
Gahan, W. Howard.....	Appraiser, insurance department.....	10 00

Galambos, Laura.....	Clerk and stenographer, public administrator, New York county.....	135 00
Galbraith, Fred.....	Keeper, sheriff, Queens county.....	96 00
Galinsky, Rachel.....	Dancing teacher, school for the blind, Batavia.....	38 50
Gallatin, Goelet.....	Attorney, attorney-general.....	80 61
Gammon, Hugh.....	Assistant protector, conservation commission.....	54 00
Gangi, Nicholas.....	Interpreter, county court, Rensselaer county.....	21 00
Gannon, John.....	Keeper, sheriff, Queens county.....	96 00
Garbe, Conrad.....	Keeper, sheriff, Queens county.....	72 00
Garbarino, Louis.....	Interpreter, census bureau, secretary of state.....	5 40
Garcia, Antonio.....	Interpreter, county court, Kings county.....	10 00
Gardenier, Samuel H.....	Attorney, attorney-general.....	47 38
Gardner, Henry F.....	Attorney, attorney-general.....	28 00
Gardner, John.....	Comptometer operator, census bureau, secretary of state.....	32 26
Gardner, William.....	Officer, sheriff, Nassau county.....	4 00
Garland, Hamlin.....	Honorary examiner, university of the state of New York.....	150 00
Garnsey, N. D.....	Physician, farm for women, Valatie.....	10 00
Garoni, Louis.....	Interpreter, census bureau, secretary of state.....	3 00
Garretson, De Witt C.....	Entertainer, Utica state hospital.....	15 00
Garrison, George W.....	Patrolman, conservation commission.....	338 83
Garrison, John B.....	Examiner, board of embalming examiners.....	80 00
Gastano, Christiano.....	Interpreter, census bureau, secretary of state.....	30 00
Gatenbee, Florence.....	Stenographer, district attorney, Monroe county.....	72 00
Gates, B. M.....	Lecturer, farmers' institutes, department of agriculture.....	10 00
Gavit, John A.....	Appraiser, insurance department.....	10 00
Gates, Josephine.....	Stenographer, census bureau, secretary of state.....	21 77
Gay, Charles S.....	Patrolman, conservation commission.....	10 00
Ged, Nicholas J.....	Interpreter, county court, Kings county.....	10 00
Geer, Harvey M.....	Hydraulic engineer, attorney-general.....	62 50
Gehran, Edward.....	Special officer, treasurer, Rensselaer county.....	273 00
Gehrig, George L.....	Court officer, supreme court, Nassau county.....	157 40
Geis, John F.....	Map maker, census bureau, secretary of state.....	416 12
Gelarie, A. J.....	Bacteriologist, health officer, port of New York.....	850 00
General Shorthand Reporting Co.....	Stenographers, district attorney, New York county.....	20 83
George, Ida M.....	Stenographer, conservation commission.....	13 10
Geronimo, Loretto R.....	Stenographer, industrial commission.....	73 33
Gersky, Vincent.....	Interpreter, county clerk, Rensselaer county.....	10 00

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Gese, Max J.	Clerk, treasurer, Erie county	\$30 00
Gett, C.	Stenographer, comptroller	125 00
Geyer, Albert F.	Attorney, attorney-general	9 94
Gibbons, Agnes	Nurse, Glenridge sanatorium, Seneca county	50 00
Gibbons, Alice W.	Honorary examiner, university of the state of New York	25 00
Gibbons, G. Reynolds	Appraiser, insurance department	45 00
Gibbs & Hill	Consulting engineers, public service commission, first district	17,100 00
Gibson, Andrew A.	Painter, comptroller	76 50
Gibson, James, Jr.	Attorney, attorney-general	85 76
Gibson, James	Attorney, conservation commission	15 00
Gibson, S. J.	Proctor, university of the state of New York	40 00
Gilbert, Charles L.	Expert witness, district attorney, Kings county	150 00
Gilbert, John	Attendant, Saratoga reservation commission	6 45
Gilchriese, Harry L.	Clerk, board of elections, Erie county	6 00
Gilchrisse, F. C.	Clerk, treasurer, Erie county	108 00
Gilgore, Mary M.	Stenographer, industrial commission	20 00
Gill, William H.	Witness, department of excise	5 00
Gillespie, William L.	Examiner, insurance department	25 00
Gillette, A. A.	Medical examiner, state hospital, Ray Brook	3 00
Gillette, Dorothy	Pianist, school for the blind, Batavia	15 00
Gilliam, G. H.	Expert lumber inspector, public service commission, first district	340 00
Gilloghly, Francis J.	Clerk, treasurer, Erie county	18 00
Gilmnett, James	Witness, conservation commission	20 00
Gilmore, M. T.	Appraiser, insurance department	22 50
Gilmore, Samuel L.	Proctor, university of the state of New York	35 00
Gilvray, A. M.	Proctor, university of the state of New York	10 00
Ginsberg, Rose	Comptometer operator, census bureau, secretary of state	166 94
Ginson, A. A.	Painter, comptroller	57 50
Giofrida, Mary	Interpreter, coroner, Monroe county	3 00
Gipps, Samuel	Compiler, census bureau, secretary of state	235 88

Gironda, Raffael.....	Interpreter, census bureau, secretary of state.....	10 50
Glading, George.....	Keeper, sheriff, Queens county.....	92 00
Glass, John J.....	Clerk, treasurer, Erie county.....	39 00
Glassbrook, Howard A.....	Attorney, attorney-general.....	26 00
Glavin, C. E.....	Stenographer, university of the state of New York.....	79 42
Gleason, W. S.....	Veterinarian, department of agriculture.....	5 00
Gleason, W. S.....	Veterinarian, Niagara reservation commission.....	9 00
Cluck, Charles S.....	Interpreter, census bureau, secretary of state.....	45 00
Glueck, Lewi.....	Proctor, university of the state of New York.....	20 00
Gobin, J. G.....	Veterinarian, Thomas Indian school, Iroquois.....	10 00
Godanian, Garo.....	Interpreter, county court, Kings county.....	15 00
Goerlich, A. C.....	Proctor, university of the state of New York.....	47 50
Gogel, Peter.....	Interpreter, census bureau, secretary of state.....	30 00
Goedel, Harry A.....	Attorney, attorney-general.....	160 94
Goldfarb, Charles.....	Interpreter, census bureau, secretary of state.....	42 00
Goldenson, S. H.....	Proctor, university of the state of New York.....	5 00
Goldsmith, Israel.....	Interpreter, county court, Kings county.....	36 00
Goldstein, Herman S.....	Interpreter, census bureau, secretary of state.....	36 00
Goldstein, Hiram.....	Clerk, treasurer, Erie county.....	36 00
Golly, J.....	Medical examiner, state hospital, Ray Brook.....	6 00
Goltry, Mrs. M. B.....	Supervisor, agricultural and industrial school, Industry.....	30 96
Golub, Helen.....	Typewriter copyist, industrial commission.....	112 50
Goodman, Robert.....	Assistant clerk, treasurer, Monroe county.....	67 50
Goodwin, H. T.....	Physician, district attorney, Richmond county.....	50 00
Goodwin, M. M.....	Stenographer, training school for boys, Yorktown Heights.....	1,002 40
Gordon, Annie F.....	Nurse, superintendent of the poor, Westchester county.....	14 73
Gordon, Philip.....	Proctor, university of the state of New York.....	30 00
Gorgas, W. C.....	Speaker at annual conference, department of health.....	100 00
Gorham, George E.....	Medical examiner, state hospital, Ray Brook.....	36 00
Gorham, L. W.....	Medical examiner, state hospital, Ray Brook.....	51 00
Gosrow, Charles.....	Clerk, treasurer, Erie county.....	75 00
Gottschaldt, Frederick.....	Investigator, sheriff, Nassau county.....	39 00
Gottschalk, Anna E.....	Comptometer operator, census bureau, secretary of state.....	310 89
Gould, Edna.....	Typewriter copyist, conservation commission.....	75 00
Gould, L. A.....	Acting superintendent, Glenridge sanatorium, Schenectady county.....	95 00
Gould, W. S.....	Expert, fiscal supervisor.....	100 00

EMPLOYMENT WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Gouy, Wong.....	Interpreter, county court, Bronx county.....	\$5 00
Goyette, N. N.....	Clerk, treasurer, Erie county.....	42 00
Graboff, Bertha.....	Quotation and price clerk, department of foods and markets.....	121 93
Grace, A. C.....	Veterinarian, department of agriculture.....	544 00
Grace, Sergius P.....	Assistant engineer, public service commission, second district.....	1,597 46
Graham, Richard.....	Deputy sheriff, county court, Monroe county.....	18 00
Graham, Richard.....	Attendant, sheriff, Monroe county.....	12 00
Graun, Maria.....	Bath attendant, Saratoga reservation commission.....	39 68
Grant, Christopher.....	Compiler, census bureau, secretary of state.....	900 00
Grant, Homer J.....	Physician, industrial commission.....	377 00
Graves, John J.....	Agent, soldiers' and sailors' home, Bath.....	45 00
Gray, James A.....	Appraiser, insurance department.....	20 00
Gray, Robert.....	Road maker, school of agriculture and domestic science, Delhi.....	42 00
Greco, Angelo.....	Interpreter, county court, Kings county.....	4 50
Greeker, Margaret.....	Comptometer operator, census bureau, secretary of state.....	338 71
Greeley, Thomas J.....	Investigator, district attorney, Kings county.....	100 00
Green, George L.....	Process server, district attorney, Queens county.....	182 00
Greenbaum, Henry.....	Interpreter, census bureau, secretary of state.....	27 00
Greenberg, Augustus.....	Keeper, sheriff, Queens county.....	96 00
Greene, Nellie M.....	Examiner, university of the state of New York.....	75 08
Greenough, A. F.....	Clerk, treasurer, Erie county.....	117 40
Greenough, William.....	Patrolman, conservation commission.....	362 00
Greer, John.....	Veterinarian, department of agriculture.....	357 00
Greer, John.....	Veterinarian, state hospital, Ray Brook.....	5 00
Greffrath, Henry.....	Lecturer, farmers' institutes, department of agriculture.....	5 00
Gregory, E. I.....	Veterinarian, department of agriculture.....	25 00
Gregory, Willis.....	Examiner, university of the state of New York.....	40 00
Gregory, W. G.....	Examiner, board of pharmacy, university of the state of New York.....	371 00
Greifenstein, Frederick J.....	Attorney, attorney-general.....	22 82
Greison, H. B.....	Proctor, university of the state of New York.....	25 00

Greishaber, Carl F.	Architect, district attorney, Richmond county.	50 00
Greisler, L. R.	Proctor, university of the state of New York.	10 00
Griffen, E. E.	Proctor, university of the state of New York.	20 00
Griffin, H. J.	Foreman, highway commission.	28 00
Griffin, Maurice.	Clerk, treasurer, Erie county.	18 00
Griffen, Thomas F. A.	Appraiser, insurance department.	80 00
Griffith, Charles B.	Clerk, treasurer, Monroe county.	167 50
Grimaldi, A.	Interpreter, census bureau, secretary of state.	57 00
Grinnell, Fred B.	Appraiser, insurance department.	70 00
Grout, Aaron H.	Attorney, attorney-general.	100 00
Grove, W. W.	Foreman, highway commission.	150 00
Gruber, Herbert B.	Counsel, attorney-general.	750 00
Guaggenti, Angelo G.	Interpreter, census bureau, secretary of state.	30 00
Guardineer, Helen.	Engrosser, university of the state of New York.	78 55
Guardino, Frank.	Interpreter, census bureau, secretary of state.	16 80
Guck, George J.	Clerk, board of elections, Erie county.	6 00
Guile, C. R.	Veterinarian, department of agriculture.	14 00
Guinamo, Patrick S.	Map maker, census bureau, secretary of state.	77 32
Gunn, George.	Interpreter, census bureau, secretary of state.	51 00
Gurnee, C. D.	Dentist, Matteawan state hospital.	13 50
Gurney, Steve.	Interpreter, census bureau, secretary of state.	67 50
Guzzetta, John.	Interpreter, census bureau, secretary of state.	24 00
Gwynn, J. B.	Appraiser, insurance department.	10 00
Haaren, A. H.	Proctor, university of the state of New York.	7 50
Haaren, E. C.	Proctor, university of the state of New York.	20 00
Hacker, Fred.	Clerk, board of elections, Monroe county.	24 00
Hackett, J. P. W.	Clerk, treasurer, Erie county.	31 18
Haff, Leroy.	Patrolman, conservation commission.	164 51
Haggett, William M.	Stenographer, attorney-general.	116 00
Haight, A. B.	Foreman, highway commission.	4 00
Hale, Thomas A.	Vocalist, Utica state hospital.	52 00
Haley, Henry H.	Clerk, treasurer, Erie county.	42 00
Haley, John.	Appraiser of condemned cattle, department of agriculture.	15 00
Hall, C. L.	Stenographer, superintendents of elections.	24 00
Hall, Douglas.	Dipper boy, Saratoga reservation commission.	54 25
Hall, Herbert.	Dipper boy, Saratoga reservation commission.	87 15
Hall, James A.	Patrolman, conservation commission.	356 13

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Hall, Walter B.	Proctor, university of the state of New York.	\$60 00
Hallam, Alfred.	Addressing envelopes, Saratoga reservation commission.	5 00
Hallam, Alfred, Jr.	Swimming instructor and caretaker, Saratoga reservation commission.	173 35
Hallett, E. H.	Lecturer, farmers' institutes, department of agriculture.	5 00
Hallihan, Clarence W.	Bacteriologist, department of agriculture.	375 00
Hallock, Elizabeth.	Head cook, training school for boys, Yorktown Heights.	41 65
Hall's Photographic Studio.	Photographers, district attorney, Kings county.	295 50
Hamburger, Louis G.	Stenographer, county court, Bronx county.	360 00
Hamilton, H. A.	Lecturer, Elmira reformatory.	255 00
Hamilton, M.	Lecturer, farmers' institutes, department of agriculture.	230 00
Hammer, Joseph.	Patrolman, conservation commission.	290 48
Hammond, Maude E.	Stenographer, conservation commission.	15 00
Hammond, R. H.	Assistant to protector, conservation commission.	6 00
Hancock, James C.	Ophthalmologist, Utica state hospital.	15 00
Hancock, James C.	Ophthalmologist, Long Island state hospital.	180 00
Hancock, William J.	Honorary examiner, university of the state of New York.	30 00
Hankins, Nellie.	Nurse, Fulton county tuberculosis hospital.	61 68
Happener, William V. S.	Investigator, district attorney, Nassau county.	35 00
Hardacre, B. E.	Appraiser, insurance department.	35 00
Haring, J. Vreeland.	Handwriting expert, district attorney, Kings county.	125 00
Harpending, H. B.	Investigator, department of agriculture.	41 20
Harrington, Ida S.	Lecturer, farmers' institute, department of agriculture.	745 00
Harris, Gordon G.	Special deputy (Buffalo), attorney-general.	625 00
Harris, Herbert.	Compiler, census bureau, secretary of state.	235 88
Harris, Harry C.	Physician, sheriff, Kings county.	40 00
Harris, J. F.	Proctor, university of the state of New York.	7 50
Harris and Martin.	Undertakers, Craig colony, Sonyea.	105 00
Harrison, Alfred L.	Attorney, conservation commission.	35 00
Harrison, Earl S.	Honorary examiner, university of the state of New York.	40 00
Harrison, Victor.	Comptometer operator, census bureau, secretary of state.	139 11

Hart, Fred.....	Compiler, census bureau, secretary of state.....	875 81
Hart, R. A.....	Foreman, highway commission.....	12 00
Hart, W. R.....	Proctor, university of the state of New York.....	157 50
Hartnett, Bernard.....	Clerk, board of elections, Erie county.....	33 00
Hartnett, W. E.....	Foreman, highway commission.....	28 00
Harvey, George.....	Patrolman, conservation commission.....	352 26
Hasbrouck, J. De Puy.....	Attorney, attorney-general.....	55 08
Haseth, Carlos.....	Interpreter, county court, Kings county.....	5 00
Hasselbarth, C. O.....	Expert, hospital commission.....	40 00
Hastings, H. R.....	Honorary examiner, university of the state of New York.....	50 00
Hastings, John J., Jr.....	Expert, district attorney, Kings county.....	25 00
Hastings, Smith.....	Patrolman, conservation commission.....	300 00
Hatch, George.....	Clerk, treasurer, Erie county.....	19 30
Hauth, Henry.....	Interpreter, census bureau, secretary of state.....	18 30
Hawkes, Herbert E.....	Honorary examiner, university of the state of New York.....	50 00
Hawkins, Steele A.....	Appraiser, insurance department.....	10 00
Hayden, S. C.....	Proctor, university of the state of New York.....	20 00
Hayes, Archie.....	Patrolman, conservation commission.....	213 45
Hayes, Harry D.....	Process server, district attorney, Queens county.....	81 00
Hays, Millard F.....	Patrolman, conservation commission.....	285 68
Haywood, Joseph.....	Clerk, treasurer, Erie county.....	42 00
Healey, Horace G.....	Honorary examiner, university of the state of New York.....	50 00
Healy, Henry H.....	Clerk, treasurer, Erie county.....	36 00
Healy, J. T.....	Stenographer, department of efficiency and economy.....	25 00
Hearley, Mary.....	Stenographer, highway commission.....	75 53
Heaton, Lucia E.....	Lecturer, farmers' institutes, department of agriculture.....	335 00
Heaton, Willis E.....	Counsel, New York state association for surrogates.....	600 00
Heberlim, Ernst O.....	Clerk, board of elections, Erie county.....	6 00
Hebert, Wilford F.....	Comptometer operator, census bureau, secretary of state.....	233 87
Hedges, M.....	Veterinarian, house of refuge, Albion.....	24 00
Hedman, Wilho.....	Interpreter, court of general sessions, New York county.....	5 00
Heffron, J. L.....	Medical examiner, state hospital, Ray Brook.....	66 00
Heggarty, John L.....	Stenographer, superintendents of elections.....	176 00
Heidrich, Anna.....	Stenographer, industrial commission.....	57 26
Helder, Anthony.....	Counsel, attorney-general.....	20 00
Helfrich, Dora.....	Clerk, board of elections, Monroe county.....	29 26

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Heller, Jacob.....	Compiler, census bureau, secretary of state.....	\$729 84
Helms, L. W.....	Dentist, Mohansic state hospital.....	2 00
Henderson, Albert H.....	Proctor, university of the state of New York.....	30 00
Henderson, H. B.....	Proctor, university of the state of New York.....	2 50
Henderson, William.....	Clerk, treasurer, Erie county.....	78 00
Hendricks, Eugene.....	Clerk, treasurer, Erie county.....	36 00
Henne, A. W.....	Proctor, university of the state of New York.....	20 00
Hennessey, John.....	Keeper, sheriff, Queens county.....	80 00
Hennessey, James A.....	Entertainer, Auburn prison.....	100 00
Henry, G.....	Clerk, treasurer, Erie county.....	4 06
Henschel, Albert E.....	Expert, university of the state of New York.....	100 00
Herbert, P. S.....	Proctor, university of the state of New York.....	42 59
Hermann, A. Walter.....	Dentist, Manhattan state hospital.....	120 00
Hertenstein, Aaron.....	Interpreter, census bureau, secretary of state.....	36 00
Herzbrum, Henry.....	Attorney, attorney-general.....	48 26
Hess, George H.....	Clerk, board of elections, Erie county.....	6 00
Hessman, Anna.....	Bath attendant, Saratoga reservation commission.....	51 87
Heumann, George M.....	Pianist, Long Island state hospital.....	10 00
Heveron, C. J.....	Clerk, treasurer, Monroe county.....	102 50
Hewes, Julia C.....	Clerk, training school for girls, Hudson.....	45 00
Hewitt, F.....	Foreman, highway commission.....	18 00
Hewitt, Hamilton J.....	Attorney, attorney-general.....	187 50
Hewitt, Mae.....	Stenographer, conservation commission.....	60 00
Fleye, K. W.....	Examiner, public service commission, second district.....	148 39
Heyer, Stephen F.....	Interpreter, census bureau, secretary of state.....	18 00
Heyman, Louis.....	Interpreter, district attorney, Richmond county.....	5 00
Heywood, Joseph.....	Clerk, treasurer, Erie county.....	18 00
Higbie, E. E.....	Examiner, university of the state of New York.....	151 00
Highley, Mont. F.....	Appraiser, insurance department.....	55 00
Hill, Chauncey A.....	Patrolman, conservation commission.....	112 80

Hill, Charles W.....	Caterer, cook and waiter, Saratoga reservation commission.....	154 01
Hill, Frank M.....	Draftsman, university of the state of New York.....	16 00
Hill, Gertrude E.....	Stenographer, workmen's compensation commission.....	25 00
Hill, Marion G.....	Telephone operator, agricultural and industrial school, Industry.....	15 06
Hills, Alice.....	Comptometer operator, census bureau, secretary of state.....	169 60
Hills, Alice.....	Assistant expert indexer, tax commission.....	193 33
Hills, J. L.....	Lecturer, farmers' institutes, department of agriculture.....	50 00
Hills, J. V.....	Veterinarian, Gowanda state hospital.....	39 50
Hills, J. V.....	Veterinarian, Thomas Indian school, Iroquois.....	6 50
Hillery, John.....	Clerk, treasurer, Erie county.....	15 00
Hilliard, Louis A.....	Expert, Canaseraga creek improvements, conservation commission.....	723 56
Hilnath, Frank.....	Keeper, sheriff, Queens county.....	80 00
Hilton, Anna P.....	Rectograph operator, census bureau, secretary of state.....	175 40
Hilton, Charles M.....	Expert witness, attorney-general.....	175 00
Hines, Frank.....	Clerk, treasurer, Erie county.....	9 00
Hirschfeld, Henry.....	Attorney, attorney-general.....	165 08
Hodges, Eleanor H.....	Entertainer, Newark custodial asylum.....	10 00
Hodgson, S. V.....	Proctor, university of the state of New York.....	45 00
Hodgson, Valentine M.....	Investigator, comptroller.....	10 00
Hoffman, J. G.....	Witness, conservation commission.....	150 00
Hoffman, Perry.....	Foreman, highway commission.....	62 50
Hoffman, W.....	Clerk, treasurer, Erie county.....	7 97
Hogan, Joseph P.....	Counsel, attorney-general.....	57 00
Hogan, Thomas H.....	Clerk, department of health.....	31 20
Hogboom, Herbert F.....	Special investigator, comptroller.....	56 25
Hogeboom, Henry.....	Attorney, attorney-general.....	107 22
Hogle, William H.....	Compiler, census bureau, secretary of state.....	125 00
Hohe, John C.....	Clerk, board of elections, Monroe county.....	24 00
Holbrook, D. G.....	Fireman, conservation commission.....	198 00
Holcomb, Sherwood A.....	Physician, highway commission.....	237 96
Holden, Ward A.....	Ophthalmologist, Manhattan state hospital.....	300 00
Hollett, Florence M.....	Stenographer, conservation commission.....	8 00
Holliday, Kathrynne.....	Stenographer, conservation commission.....	8 00
Hollingworth, W. G.....	Veterinarian, department of agriculture.....	49 50
Hollingworth & Young.....	Veterinarians, Utica state hospital.....	38 50
Hollis, Eula L.....	Stenographer, census bureau, secretary of state.....	6 00

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Hollis, Eula L.	Stenographer, commission for the blind.	\$17 00
Holmes, Marion E.	Stenographer, industrial commission.	112 50
Holmes, William B.	Clerk, treasurer, Erie county.	15 00
Holt-Harris, J. E.	Bacteriologist, health officer, port of New York.	900 00
Holton, James W.	Process server, district attorney, Queens county.	17 50
Holzer, Andrew.	Proctor, university of the state of New York.	117 50
Holzhauser, Harry.	Keeper, sheriff, Queens county.	92 00
Holzhauser, John.	Keeper, sheriff, Queens county.	92 00
Hooper, Arnold.	Compiler, census bureau, secretary of state.	214 52
Hoover, Homer.	Clerk, treasurer, Erie county.	42 00
Hopkins, Alice.	Proctor, university of the state of New York.	15 00
Hopkins, James A.	Patrolman, conservation commission.	110 32
Hopping, S. B.	Proctor, university of the state of New York.	20 00
Hopson, H. C.	Expert, public service commission, second district.	50 00
Hornel, Winnie.	Stenographer, conservation commission.	45 00
Horn, Andrew.	Clerk, treasurer, Erie county.	15 00
Horne, Florence.	Examiner, university of the state of New York.	50 81
Horne, F. W.	Oculist, Elmira reformatory.	115 65
Horton, N. A.	Boarding officer and inspector, health officer, port of New York.	225 00
Host, Arthur G.	Honorary examiner, university of the state of New York.	40 00
Hotaling, William.	Lecturer, farmers' institutes, department of agriculture.	890 00
Hough, Katherine.	Comptometer operator, census bureau, secretary of state.	250 40
Hough, M. H.	Organist, Utica state hospital.	104 00
Houghtaling, A. C.	Machinist, highway commission.	54 00
Houston, L. B.	Appraiser, insurance department.	20 00
Hovendon, Thomas.	Court attendant, district attorney, Kings county.	200 00
Howe, Frederick B.	Policeman, police department, Greenburgh.	87 00
Howie, William J.	Expert, district attorney, Kings county.	50 00
Howland, Frank.	Bookkeeper and clerk, treasurer, Westchester county.	125 00
Howley, Michael.	Clerk, treasurer, Erie county.	43 04

Hoy, John.....	Patrolman, conservation commission.....	360 00
Hoyer, Hazel.....	Comptometer operator, census bureau, secretary of state.....	377 50
Hoyt, C. J.....	Veterinarian, department of agriculture.....	157 50
Hoyt Bros. Co.....	Undertakers, reformatory for women, Bedford.....	15 00
Hubbell, N. E.....	Clerk, treasurer, Erie county.....	11 15
Hubbell, Will.....	Foreman, highway commission.....	24 00
Hudson, Charles F.....	Piano tuner, Dannemora state hospital.....	6 00
Huebschweolen, A. S.....	Clerk, treasurer, Erie county.....	33 96
Husted, A. B.....	Examiner, board of pharmacy, university of the state of New York.....	868 00
Huff, Sarah B.....	Lecturer, farmers' institutes, department of agriculture.....	25 00
Hughes, Charles.....	Addressograph operator, census bureau, secretary of state.....	283 33
Hughes, Frederick G.....	Compiler, census bureau, secretary of state.....	399 20
Hughes, G. R.....	Vocalist, Utica state hospital.....	48 00
Hughes, James.....	Clerk, treasurer, Erie county.....	69 00
Hughes, M. L.....	Agent, soldiers' and sailors' home, Bath.....	60 00
Hulsart, C. C.....	Lecturer, farmers' institutes, department of agriculture.....	15 00
Hulse, Duane.....	Guide, conservation commission.....	13 00
Humber, Henry.....	Officer, sheriff, Nassau county.....	4 00
Hume, Walter F.....	Laboratory assistant in bacteriology, department of health.....	225 00
Hummill, Andrew.....	Keeper, sheriff, Queens county.....	92 00
Humphrey, H. P.....	Attorney, attorney-general.....	34 75
Hunt, Leigh H.....	Honorary examiner, university of the state of New York.....	20 00
Hunter, F. C.....	Attorney, attorney-general.....	27 00
Hurd, J. F.....	Proctor, university of the state of New York.....	20 00
Hurdinan, Frederick H.....	Accountant, Bronx Parkway Commission.....	610 00
Hurish, Stephen A.....	Interpreter, census bureau, secretary of state.....	9 00
Hurley, Frank.....	Counsel, attorney-general.....	100 00
Hurley, John.....	Examiner, board of pharmacy, university of the state of New York.....	194 00
Hurley, John P.....	Attorney, attorney-general.....	341 00
Hurley, William H.....	Attorney, attorney-general.....	180 00
Hurst, Mary A.....	Investigator, district attorney, Bronx county.....	361 75
Husser, Arnold.....	Interpreter, census bureau, secretary of state.....	51 00
Husser, Arnold.....	Investigator, census bureau, secretary of state.....	48 00
Hutchins, M. C.....	Investigator, sheriff, Nassau county.....	15 00
Hyatt, Edward W.....	Witness, conservation commission.....	6 39
Hyde, Byron M.....	Attorney, attorney-general.....	40 00
	Examiner, board of pharmacy, university of the state of New York.....	

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Hyde, Ira H.	Attorney, attorney-general	\$86 83
Hyland, Catherine C.	Clerk, board of elections, Monroe county	10 64
Hyland, E. J.	Medical expert, district attorney, Queens county	25 00
Iburg, Edward	Keeper, sheriff, Queens county	80 09
Ide, Almond H.	Veterinarian, department of agriculture	10 50
Illig, C.	Clerk, treasurer, Erie county	13 68
Ilmoni, Johan	Interpreter, district attorney, Bronx county	15 00
Ineson, Grace	Subpoena server, attorney-general	1 00
Ingmire & Thompson	Undertakers, agricultural and industrial school, Industry	65 66
Interborough Stenographic Co.	Stenographers, attorney-general	1 388 40
Irish, R. H.	Medical examiner, state hospital, Ray Brook	66 00
Irvine, Mrs. L. C.	Hearing stenographer, industrial commission	45 00
Irving, Florence M.	Office assistant, attorney-general	127 00
Isolda, Andrew J.	Interpreter, census bureau, secretary of state	9 60
Itzo, James	Interpreter, census bureau, secretary of state	6 00
Jack, Luther W.	Map maker, department of health	4 00
Jackson, C.	Clerk, treasurer, Erie county	3 61
Jackson, Marion	Stenographer, attorney-general	6 00
Jackson & Wilson Audit Co.	Expert accountants, attorney-general	175 00
Jacobs, Bernard	Counsel, attorney-general	1 000 00
Jacobs, Harry W.	Honorary examiner, university of the state of New York	40 00
Jacobs, James L.	Expert witness, conservation commission	75 00
Jacobus, Theo W.	Entertainer, Elmira reformatory	30 00
James, H. H.	Leader of orchestra, Utica state hospital	10 00
James, J. W.	Rectograph operator, census bureau, secretary of state	350 00
Jameson, A. H.	Clerk, board of elections, Monroe county	24 00
Jameson, Charles H.	Clerk, board of elections, Monroe county	24 00
Jameson, F. S.	Expert, district attorney, Richmond county	25 00
Jameson, Theodore H.	Attorney, attorney-general	140 66
Jamieson, George S.	Expert, purchasing committee, hospital commission	5 00

Janack, John, Jr.	Patrolman, conservation commission	288 08
Janeway, William R.	Physician, district attorney, Richmond county	10 00
Janto, John A.	Interpreter, census bureau, secretary of state	23 40
Janvier, Charles	Appraiser, insurance department	20 00
Jacques, S.	Proctor, university of the state of New York	30 00
Jardin, George J.	Expert, district attorney, Kings county	50 00
Jauger, J. William Jr	Attendant, Saratoga reservation commission	10 00
Jeamin, John Jr.	Lecturer, farmers' institutes, department of agriculture	48 00
Jedrzewski, Frank	Interpreter, census bureau, secretary of state	20 40
Jeffers, Mrs. A.	Proctor, university of the state of New York	15 00
Jelley, Fred J.	Dentist, Buffalo state hospital	200 00
Jenkins, Emery	Patrolman, conservation commission	360 00
Jenkins, Fred	Clerk, treasurer, Monroe county	157 50
Jenkins, James	Attorney, attorney-general	296 93
Jenrich, Elsie	Typewriter copyist, industrial commission	52 00
Jerge, Raymond	Clerk, treasurer, Erie county	3 93
Jerome, William T.	Special deputy, attorney-general	12,500 00
Jester, K. S.	Lecturer, farmers' institutes, department of agriculture	5 60
Jewell, William V.	Compiler, census bureau, secretary of state	211 70
Jobin, Thomas	Appraiser, insurance department	20 00
Johns, Miles W.	Medical examiner, industrial commission	19 00
Johns, Miles W.	Medical examiner, state hospital, Ray Brook	15 00
Johnson, E. H.	Witness, conservation commission	70 00
Johnson, Frank	Interpreter, county court, Kings county	3 00
Johnson, F. C.	Proctor, university of the state of New York	57 50
Johnson, F. S. & I. B.	Stenographers, Palisades Interstate Park Commission	58 51
Johnson, Henry B.	Expert, Bronx Parkway Commission	250 00
Johnson, John	Night watchman, reformatory for women, Bedford	150 00
Johnson, John A.	Attorney, attorney-general	138 55
Johnson, P.	Clerk, treasurer, Erie county	84 44
Johnson, Peter J.	Bacteriologist, health officer, port of New York	722 58
Johnson, Thomas	Interpreter, census bureau, secretary of state	90
Johnson, W. D.	Surgeon, school for the blind, Batavia	15 00
Johnson, W. L.	Veterinarian, department of agriculture	1,267 00
Johnstone, C. N.	Detective, department of excise	8 00

EMPLOYMENTS WITHOUT EXAMINATION — Continued

NAME	Position and office	Compensation
Johnston, George.....	Expert, county clerk, Kings county.....	\$706 00
Johnston, John.....	Clerk, board of elections, Erie county.....	6 00
Johnston, John.....	Clerk, treasurer, Erie county.....	78 00
Johnston, Joseph.....	Patrolman, conservation commission.....	314 19
Jones, A. H.....	Investigator, district attorney, Kings county.....	15 00
Jones, Benjamin J.....	Nurse, Rome custodial asylum.....	46 29
Jones, C. I.....	Veterinarian, women's relief corps home, Oxford.....	111 75
Jones, Della A.....	Lecturer, farmers' institutes, department of agriculture.....	515 00
Jones, D. T.....	Proctor, university of the state of New York.....	15 00
Jones, Ellen.....	Examiner, university of the state of New York.....	28 00
Jones, Estella.....	Comptometer operator, census bureau, secretary of state.....	150 00
Jones, John.....	Veterinarian, Matteawan state hospital.....	38 05
Jones, J. D.....	Examiner, university of the state of New York.....	30 00
Jones, S. Case.....	Examiner, board of embalming examiners.....	50 00
Jones, S. Platt.....	Entertainer, Elmira reformatory.....	25 00
Jones, Zachariah.....	Moving picture operator, Matteawan state hospital.....	25 00
Joseph, George.....	Orderly, Glenridge sanatorium, Schenectady county.....	17 00
Joseph, John.....	Interpreter, census bureau, secretary of state.....	2 10
Joseph, Vita.....	Interpreter, census bureau, secretary of state.....	14 10
Jubic, Michael.....	Interpreter, census bureau, secretary of state.....	18 00
Judelson, Samuel L.....	Interpreter, county court, Kings county.....	105 00
Judson, Mary.....	Comptometer operator, census bureau, secretary of state.....	53 22
Juliano, Samuel A.....	Interpreter, census bureau, secretary of state.....	7 20
Junk, Henry.....	Foreman, highway commission.....	44 00
Kabel, Paul.....	Assistant engineer, Erie county home and hospital.....	124 00
Kadjae, Martin.....	Clerk, treasurer, Erie county.....	42 00
Kadusack, John.....	Keeper, sheriff, Queens county.....	80 00
Kattal, Anna J.....	Stenographer, attorney-general.....	138 00
Kahler, William.....	Clerk, treasurer, Erie county.....	4 92
Kaiser, Samuel.....	Clerk, board of elections, Erie county.....	24 00

Kamerinan, Samuel	Interpreter, county court, Bronx county	10 00
Kane, Frank	Clerk, board of elections, Monroe county	24 00
Kane, J. F.	Veterinarian, department of agriculture	35 00
Kaplan, Lester P.	Interpreter, census bureau, secretary of state	36 90
Kapron, Henry	Interpreter, census bureau, secretary of state	17 40
Kardoz, Emery	Interpreter, census bureau, secretary of state	11 40
Karseboom, Charles H.	Investigator, district attorney, Nassau county	27 50
Kassel, Samuel A.	Interpreter, census bureau, secretary of state	36 00
Kates, William	Deputy, sheriff, Monroe county	12 00
Katz, Gustav E.	Interpreter, census bureau, secretary of state	36 00
Kauppp, Frank	Foreman, department of agriculture	54 00
Kavanagh, Dennis G.	Map maker, census bureau, secretary of state	65 00
Kaydough, Michael	Interpreter, supreme court, Kings county	5 00
Kaye, Duncan C.	Advisory clerk, board of elections, Rensselaer county	44 00
Kazamak, George	Organist, Manhattan state hospital	45 00
Kearney, James	Rectograph operator, census bureau, secretary of state	791 66
Kearney, T. F.	Clerk, board of elections, Monroe county	24 00
Keck, Frank	Attorney, attorney-general	12 60
Keegan, Harry F.	Appraiser, insurance department	75 00
Keenan, Henry	Patrolman, conservation commission	660 00
Keeler, Lillian	Stenographer, industrial commission	25 81
Keet, Ernest E.	Medical witness, district attorney, Queens county	5 00
Keeves, Daniel H.	Expert, district attorney, Queens county	5 00
Kegan, Frances	Telephone operator, district attorney, Kings county	2 40
Kehoe, E. L.	Assistant, university of the state of New York	2 20
Keister, George	Court attendant, district attorney, Kings county	50 00
Keith, H. G.	Medical examiner, state hospital, Ray Brook	3 00
Kellas, Genaway & Kelles	Attorney, conservation commission	10 00
Keller, E. H.	Stenographer, district attorney, Queens county	66 70
Keller, Frank	Keeper, sheriff, Queens county	48 00
Keller, George W.	Distributing posters, tercentenary commission	19 50
Keller, Hobart C.	Investigator, district attorney, Nassau county	45 00
Keller, John	Keeper, sheriff, Queens county	48 00
Kellogg, A. L.	Attorney, attorney-general	94 89
Kellog, Harriet N.	Proctor, university of the state of New York	25 00
Kellogg & Reeves	Attorney, attorney-general	27 27

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Kells, Alice E.	Nurse, Montgomery county tuberculosis hospital.	\$15 00
Kelly, Frank.	Storekeeper, highway commission.	91 00
Kelly, Frank B.	Preparator of historical guide, tercentenary commission.	50 00
Kelly, James L.	Counsel, attorney-general.	45 00
Kelly, James M.	Custodian and watchman, trustees of public buildings.	65 00
Kelly, John S.	Examiner of automobiles, district attorney, Bronx county.	5 00
Kelly, L. Stone.	Oculist, Newark custodial asylum.	121 50
Kelly, Mary.	Comptometer operator, census bureau, secretary of state.	392 00
Kelly, William.	Patrolman, conservation commission.	284 20
Kelsey, Hester.	Stenographer, industrial commission.	50 00
Kempff, Fred.	Foreman, department of agriculture.	370 00
Kenzurria, Alex.	Interpreter, census bureau, secretary of state.	3 00
Kenealy, James.	Special policeman, village of Irvington.	86 10
Kener, George.	Clerk, board of elections, Erie county.	30 00
Kennah, Andrew.	Compiler, census bureau, secretary of state.	214 52
Kennedy, David S.	Proctor, university of the state of New York.	5 00
Kennedy, John E.	Stenographer, comptroller.	13 50
Kennedy, Thomas F.	Stenographer, district attorney, New York county.	7 00
Kent, Daniel.	Map maker, census bureau, secretary of state.	817 74
Kent, H. W.	Lecturer, university of the state of New York.	20 00
Kenwell, Charles S.	Patrolman, conservation commission.	375 48
Kerr, Thomas A.	Medical expert, department of health.	395 25
Kerwin, John.	Confidential investigator, tax commission.	437 50
Kester, H. F.	Appraiser, insurance department.	5 00
Kestler, Arpad.	Interpreter, census bureau, secretary of state.	24 00
Keyser, Daniel.	Nurse, Rome custodial asylum.	23 71
Kibbee, George C.	Compiler, census bureau, secretary of state.	564 51
Kidder, Andrus H.	Stenographer, executive department.	15 00
Kidder, Harry M.	Stenographer, county court, Kings county.	50 00
Kidder, Harry M.	Stenographer, district attorney, Nassau county.	10 00

Kiefer, Adele M.	Stenographer, district attorney, Nassau county.	1 50
Kieff, Burt H.	Map maker, census bureau, secretary of state.	907 26
Kierner, H.	Interpreter, district attorney, Richmond county.	12 00
Kiernan, William J.	Caretaker, commission on new prisons.	186 00
Killinger, A. W.	Clerk, treasurer, Erie county.	115 15
Killoren, J. T.	Appraiser, insurance department.	30 00
Kilroe, Edwin P.	Counsel, attorney-general.	32 50
Kinball, Francis.	Stenographer, industrial commission.	13 55
Kimball, William.	Spawn gatherer, conservation commission.	36 00
Kimball, William S.	Investigator, district attorney, Nassau county.	32 50
Kimble, B. L.	Clerk, treasurer, Erie county.	39 00
Kimney, Zara B.	Examiner, university of the state of New York.	86 20
King, C. E.	Proctor, university of the state of New York.	15 00
King, Charles F.	Stenographer, conservation commission.	26 64
King, Earl H.	Medical examiner, university of the state of New York.	741 56
King, George W.	Detective, department of excise.	50 00
King, Hamilton.	Officer, supreme court, second district.	18 00
Kinsler, James C.	Appraiser, insurance department.	1,530 00
Kingsley, Carl.	Physician, district attorney, Richmond county.	35 00
Kinsley, William J.	Handwriting expert, district attorney, Bronx county.	100 00
Kinsley, William J.	Handwriting expert, district attorney, Queens county.	50 00
Kinsley, William J.	Handwriting expert, district attorney, Richmond county.	200 00
Kirberg, Fanny.	Head cook, training school for boys, Yorktown Heights.	35 77
Kirby, Edward B.	Appraiser of condemned animals, department of agriculture.	510 00
Kirk, E. G.	Dental examiner, university of the state of New York.	25 00
Kirkendall, J. S.	Ophthalmologist, Willard state hospital.	480 00
Kirkover, Frank.	Clerk, treasurer, Erie county.	42 00
Kleimeyer, Evelyn M.	Stenographer and private secretary, district attorney, Kings county.	68 57
Klein, Bert.	Clerk, treasurer, Erie county.	10 85
Klein, Bessie.	Stenographer, secretary of state.	4 50
Klen, Eugene.	Interpreter, census bureau, secretary of state.	9 00
Klein, Nettye.	Stenographer, insurance department.	40 00
Kleindienst, Minnie.	Nurse, Iola sanatorium, Monroe county.	2 26
Kling, Lillian W.	Stenographer, conservation commission.	2 00
Knapp, Elmer.	Guard at Tuskarora reservation, department of health.	105 00
Knapp, G. A.	Veterinarian, department of agriculture.	7 00

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Knapp, W. E.	Attorney, attorney-general.	\$61 95
Knight, A. D.	Storekeeper, highway commission.	31 50
Knight, Henry W.	Agent, soldiers' and sailors' home, Bath.	199 92
Knight, John.	Attorney, attorney-general.	51 82
Knight, R. F.	Veterinarian, department of agriculture.	444 50
Knowl, F. C.	Veterinarian, Elmira reformatory.	6 00
Kohn, J.	Proctor, university of the state of New York.	7 50
Kopke, Joseph W.	Investigator, sheriff, Nassau county.	30 00
Kornobis, H. W.	Veterinarian, department of agriculture.	844 50
Koszk, Sophie.	Interpreter, county court, Bronx county.	5 00
Kowalski, Paul.	Interpreter, census bureau, secretary of state.	3 90
Kohenhoven, J. B.	Medical examiner, state hospital, Ray Brook.	12 00
Kozakowski, Bronislaw.	Interpreter, census bureau, secretary of state.	15 10
Krantz, Edward.	Interpreter, district attorney, Queens county.	55 00
Kremer, G.	Medical examiner, state hospital, Ray Brook.	261 00
Kretser, Guy L.	Attorney, conservation commission.	20 00
Krone, Joel.	Counsel, attorney-general.	224 50
Krowl, F. C.	Veterinarian, department of agriculture.	49 00
Krowl, F. C.	Veterinarian, Elmira reformatory.	53 50
Krulewitch, Alvin.	Compiler, census bureau, secretary of state.	649 20
Krupp, P.	Stenographer, commission for the blind.	3 75
Kuhl, Henry.	Patrolman, conservation commission.	262 35
Kukucm, Ignacy.	Interpreter, census bureau, secretary of state.	3 00
Labau, Charles.	Witness, district attorney, Richmond county.	5 00
Laban, Charles.	Interpreter, supreme court, Richmond county.	35 00
Labishiner, Jacob.	Draftsman, department of health.	86 55
La Duca, Antonio.	Interpreter, census bureau, secretary of state.	7 80
La Fleur, Wallace.	Foreman, department of agriculture.	363 00
Lagoe, Paul.	Expert witness, conservation commission.	4 63
Lagoy, Edward.	Patrolman, conservation commission.	360 00

Lagrange, R. E.....	Physician, Great Meadow prison.....	18 00
LaGrasso, H.....	Medical examiner, state hospital, Ray Brook.....	9 00
LaHaise, William.....	Patrolman, conservation commission.....	362 00
Laidlaw, Archibald M.....	Attorney, attorney-general.....	183 26
Laing, John W.....	Addressograph operator, census bureau, secretary of state.....	533 87
Laing and Laurie.....	Lettering charts, department of health.....	83 00
Laird, Louis K. R.....	Attorney, attorney-general.....	40 89
Laird, Mary E.....	Law indexer, commission to prepare index to session laws.....	337 50
Lalli, Antonio S.....	Interpreter, conservation commission.....	8 00
Lamachia, Phillip.....	Interpreter, county court, Kings county.....	12 30
Lambrix, L.....	Clerk, treasurer, Erie county.....	23 45
Lankins, E. J.....	Watchman, Clinton prison.....	2 00
La Montagne, Frank H.....	Clerk, board of elections, Erie county.....	6 00
Lancaster, T.....	Clerk, treasurer, Erie county.....	7 50
Landoffe, Lorenzo.....	Interpreter, census bureau, secretary of state.....	7 20
Landon, C. H.....	Clerk, board of elections, Albany county.....	42 00
Landreth, William B.....	Expert engineer, attorney-general.....	125 00
Lane, Susan S.....	Stenographer, department of foods and markets.....	15 00
Lang, Charles L.....	Clerk, board of elections, Erie county.....	6 00
Lang, Henry.....	Witness, department of agriculture.....	2 00
Lang, W. A.....	Appraiser, insurance department.....	32 50
Langey, John.....	Interpreter, census bureau, secretary of state.....	2 70
Langlois, H. J.....	Foreman, highway commission.....	17 50
Lansing, T. H.....	Rectograph operator, census bureau, secretary of state.....	233 87
Lansing, William R.....	Stenographer, industrial commission.....	172 58
Lansing, W. R.....	Stenographer, coroner, Monroe county.....	250 30
Lansing, W. R.....	Stenographer, district attorney, Monroe county.....	26 10
Lanyon's Detective Agency.....	Detectives, attorney-general.....	9,552 33
La Pino, Joseph.....	Interpreter, census bureau, secretary of state.....	6 00
Larkin, E. E.....	Medical examiner, Dannemora state hospital.....	160 00
Larkin, Joseph M. A.....	Stenographer, district attorney, Richmond county.....	21 00
Larkin, William.....	Clerk, treasurer, Erie county.....	84 00
Larmon, Charles W.....	Chief of the bureau of farm lands, department of agriculture.....	900 00
LaRocque, J. H.....	Medical examiner, Dannemora state hospital.....	230 00
Laroque, Angus.....	Patrolman, conservation commission.....	290 48
Lascoff, J. L.....	Examiner, board of pharmacy, university of the state of New York.....	754 64

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Latourell, E.	Veterinarian, department of agriculture.	\$70 00
Laufer, Edgar P.	Proctor, university of the state of New York.	17 50
Law, Robert R.	Stenographer, conservation commission.	24 96
Law, William F.	Medical examiner, industrial commission.	45 00
Lawless, Thomas.	Clerk, treasurer, Erie county.	12 00
Lawley, William.	Clerk, treasurer, Erie county.	78 00
Lawrence, Henry E.	Honorary examiner, university of the state of New York.	30 00
Lawson, Emilie M.	Stenographer, Bronx parkway commission.	26 67
Lawton, John P.	Patrolman, conservation commission.	334 84
Lawyer, George A.	Attorney, attorney-general.	28 92
Lawyer, George A.	Attorney, conservation commission.	15 00
Lawyers Title and Trust Co.	Searchers, district attorney, Kings county.	20 00
Layr, George F.	Clerk, board of elections, Erie county.	6 00
Lazar, Leo H.	Typewriter copyist, county clerk, New York county.	2 60
Lazarus, E. M.	Proctor, university of the state of New York.	20 00
Leach, Frank.	Interpreter, conservation commission.	3 00
Leake, George W.	Deputy, sheriff, Monroe county.	96 00
Leonor, Ben.	Spawn gatherer, conservation commission.	22 00
Leary, M. E.	Medical examiner, state hospital, Ray Brook.	78 00
Leavitt, James L.	Patrolman, conservation commission.	240 00
Lederle Laboratories.	Experts, district attorney, Queens county.	50 00
Ledwin, Edwin H.	Clerk, department of agriculture.	442 00
Lee, Arthur B.	Examiner of transfers of stock, comptroller.	730 00
Lee, Charles R.	Printing inspector, comptroller.	150 00
Lee, E.	Interpreter, census bureau, secretary of state.	27 00
Lee, H. T.	Investigator, district attorney, Nassau county.	30 00
Lee, Mary B.	Stenographer, industrial commission.	13 90
Legler, Henry E.	Lecturer, university of the state of New York.	20 00
Legos, Mike.	Interpreter, census bureau, secretary of state.	40 50
Lehman, Abraham.	Attorney, attorney-general.	65 00

Lehman, Max E.	Attorney, attorney-general.	250 00
Lemieux, Eugene	Patrolman, conservation commission.	288 00
Lenox, John M.	Patrolman, conservation commission.	360 00
Lent, Hilda.	Stenographer, industrial commission.	60 00
Lester, C. S. & C. C.	Attorneys, Saratoga reservation commission.	7,171 60
Leubben, John L.	Honorary examiner, university of the state of New York.	40 00
Leventhal, Rose.	Stenographer, Bronx parkway commission.	3 00
Levin, Abraham E.	Interpreter, census bureau, secretary of state.	43 80
Levin, Frances.	Copyist, industrial commission.	112 50
Levinson, I.	Stenographer, industrial commission.	14,549 68
Levy, Edward	Consulting physician, public service commission, first district.	1,870 97
Lewis, Alexander.	Special deputy, attorney-general.	40 00
Lewis, F. Park.	Ophthalmologist, Buffalo state hospital.	210 00
Lewis, George C.	Attorney, attorney-general.	98 59
Lewis, Joseph S.	Medical expert, institute for the study of malignant disease.	450 00
Lewis, Marion.	Lecturer, farmers' institutes, department of agriculture.	10 00
Lewis, Myra.	Nurse, school for the blind, Batavia.	81 43
Lewis, Mary C.	Stenographer, industrial commission.	112 50
Libovitch, Morris.	Interpreter, district attorney, Richmond county.	5 00
Licht, Louis F.	Medical witness, district attorney, Queens county.	10 00
Licurse, Frank.	Interpreter, supreme court, Nassau county.	10 00
Lieberman, Samuel.	Interpreter, census bureau, secretary of state.	21 00
Liebermann, William.	Chief enumeration supervisor, census bureau, secretary of state.	2,500 00
Liebold, Rupert.	Clerk, treasurer, Erie county.	40 63
Liger, Alexander.	Guard at Tuskarora reservation, department of health.	9 00
Light, Howard B.	Moving picture operator, agricultural and industrial school, Industry.	6 00
Lightbourne, Lina.	Examiner of nurses, university of the state of New York.	145 00
Lilienthal, Solomon.	Interpreter, census bureau, secretary of state.	42 00
Lindley, Curtis W.	Entertainer, Newark custodial asylum.	8 00
Lindsay, John.	Engine repairer, Elmira reformatory.	231 00
Line, Fred C.	Engineer, superintendent of highways, Monroe county.	1,855 00
Linkins, George R.	Appraiser, insurance department.	100 00
Linn, A. L.	Statistician, public service commission, second district.	155 36
Linz, P. H.	Appraiser, insurance department.	25 00
Lippencott, James J.	Draftsman, Bronx parkway commission.	125 00
Lippman, Max.	Special investigator, attorney-general.	100 00
Lipshitz, William.	Interpreter, census bureau, secretary of state.	36 00

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Lipton, Robert.....	Expert, district attorney, Kings county.....	\$3 00
Litclod, William.....	Patrolman, conservation commission.....	60 67
Little, George W.....	Veterinarian, Matteawan state hospital.....	26 00
Little, Mrs. J. L.....	Clerk, board of elections, Monroe county.....	35 91
Little, Joseph.....	Patrolman, conservation commission.....	285 68
Littlefield, Lola.....	Nurse, Rome custodial asylum.....	50 00
Littleton, Martin W.....	Special counsel, public service commission, second district.....	8,500 00
Lodewick, Elton.....	Addressing envelopes, Saratoga reservation commission.....	4 50
Logan, John W.....	Photographer, department of agriculture.....	275 00
Lombardozzi, Peter A.....	Interpreter, census bureau, secretary of state.....	1 50
Long, Edward.....	Clerk, treasurer, Erie county.....	93 00
Long, Harry J.....	Watchman, conservation commission.....	62 00
Looby, P. W.....	Attorney, attorney-general.....	15 44
Loomis, Albert J.....	Medical examiner, public service commission, first district.....	17 50
Lottridge, Edward M.....	Attorney, attorney-general.....	60 00
Lotz, Reinhard M.....	Clerk, surrogate, Erie county.....	36 00
Loughlin, J. F.....	Attorney, department of excise.....	620 00
Loughlin, J. F.....	Appraiser, insurance department.....	560 00
Lovafo, Victor.....	Interpreter, census bureau, secretary of state.....	30 00
Love, Frank J.....	Clerk, board of elections, Erie county.....	6 00
Lowe, C. A.....	Foreman, highway commission.....	70 00
Lowe, Percy.....	Stenographer, supreme court, Dutchess county.....	150 00
Lown, Morton.....	Veterinarian, department of agriculture.....	420 00
Lowry, K. Gilbert.....	Violinist, Newark custodial asylum.....	5 00
Lubiner, Joseph.....	Interpreter, census bureau, secretary of state.....	18 00
Lucas, E. W. Van C.....	Consulting engineer, canal board.....	880 00
Lucas, J.....	Interpreter, district attorney, Bronx county.....	5 00
Luce, Herbert P.....	Attorney, attorney-general.....	50 00
Luckenbach, Elmer S.....	Attorney, attorney-general.....	4 69
Luekett, John J.....	Expert, secretary of state.....	60 00

Lucy, Phillip.....	Interpreter, county court, Kings county.....	1 05
Luff, J. H.....	Veterinarian, training school for girls, Hudson.....	19 50
Lunghino, Anthony.....	Clerk, treasurer, Erie county.....	36 00
Luntz, Isidor.....	Interpreter, census bureau, secretary of state.....	9 00
Luther, Raphael, Jr.....	Interpreter, census bureau, secretary of state.....	21 00
Lyall, Harold W.....	Bacteriologist, state hospital, Ray Brook.....	62 50
Lynch, Andrew J.....	Lettering chart, department of health.....	6 00
Lynch, Grover.....	Patrolman, conservation commission.....	288 08
Lynch, James A.....	Counsel, attorney-general.....	68 00
Lynch, John F.....	Clerk, board of elections, Erie county.....	33 00
Lynde, E. D.....	Stenographer, university of the state of New York.....	88 50
Lynde, Earle D.....	Stenographers, conservation commission.....	86 70
Lynde & Welsh.....	Stenographers, university of the state of New York.....	50 50
Lynn, James S.....	Appraiser, insurance department.....	10 00
Lyon, Ira B.....	Patrolman, conservation commission.....	354 19
Lyra, Peter.....	Interpreter, coroner, Monroe county.....	3 00
Lytle, Albert T.....	Examiner, university of the state of New York.....	200 00
Lzuba, James J.....	Interpreter, census bureau, secretary of state.....	38 10
McAmmond, J. F.....	Physician, agricultural industrial school, Industry.....	195 72
McAnaney, Florence A.....	Stenographer, district attorney, Monroe county.....	9 00
McAnaney, Florence A.....	Stenographer, county court, Monroe county.....	8 00
McBride, J. D.....	Witness, conservation commission.....	55 00
McBride, William.....	Witness, district attorney, Queens county.....	25 00
McCabe, Charles J.....	Clerk, board of elections, Erie county.....	6 00
McCabe, George.....	Guard at Tuskarora reservation, department of health.....	12 00
McCaffrey, Joseph T.....	Attorney, attorney-general.....	111 98
McCahill, Frank.....	Court officer, supreme court, Nassau county.....	79 20
McCahill, Frank E.....	Court officer, county court, Nassau county.....	105 60
McCahill, Frank E.....	Witness, district attorney, Nassau county.....	30 00
McCall, Andrew.....	Spawn gatherer, conservation commission.....	70 00
McCall, Frederick.....	Dentist, Binghamton state hospital.....	300 00
McCall, Oliver B.....	Special officer, town of Bedford.....	5 00
McCallum, K. L.....	Proctor, university of the state of New York.....	25 00
McCalmont, Mabel E.....	Specialist in hospital equipment and organization, efficiency and economy.....	700 00
McCambridge, J. E.....	Medical expert, workmen's compensation commission.....	30 00
McCandlish, Matie.....	Recorder, board of elections, Monroe county.....	42 53

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
McCarthy, John A.....	Appraiser, insurance department.....	\$65 00
McCarthy, Margaret.....	Nurse, Glenridge sanatorium, Schenectady county.....	130 83
McCartney, H. C.....	Veterinarian, Elmira reformatory.....	12 00
McCartney, R. A. & H. C.....	Veterinarian, Napanoch reformatory.....	15 00
McChestney, Joseph.....	Foreman, highway commission.....	64 00
McClary, Arthur E.....	Counsel, attorney-general.....	80 00
McCleary, J.....	Storekeeper, highway commission.....	24 00
McClellan, Thomas.....	Patrolman, conservation commission.....	261 29
McClellan, William.....	Telephone investigator, public service commission, second district.....	3,000 00
McClung, Benjamin.....	Attorney, attorney-general.....	2,000 00
McConnell, David G.....	Attorney, attorney-general.....	4 83
McConnell, Earl H.....	Comptometer operator, census bureau, secretary of state.....	653 33
McConnell, John W.....	Compiler, census bureau, secretary of state.....	156 05
McCormick, Mrs. C. W.....	Organist, soldiers' and sailors' home, Bath.....	60 00
McCormick, Edmund J.....	Clerk, board of elections, Erie county.....	6 00
McCornick, Frank J.....	Physician, Edward Meany sanatorium, Tompkins county.....	40 00
McCormick, John J.....	Clerk, board of elections, Erie county.....	6 00
McCornack, Webster.....	Guard at Tuskarora reservation, department of health.....	21 00
McCormack, William.....	Investigator, district attorney, Nassau county.....	6 00
McCornack, William.....	Investigator, sheriff, Nassau county.....	26 00
McCrack, J. A.....	Veterinarian, Clinton prison.....	21 00
McCrosson, T. J.....	Clerk, treasurer, Erie county.....	28 12
McCulloh, Charles S.....	Examiner, university of the state of New York.....	887 47
McCulloh, Walter.....	Attorney, attorney-general.....	10 00
McCullough, Daisy.....	Proofreader, comptroller.....	70 71
McCullough, W. H.....	Appraiser, insurance department.....	15 25
McDonald, Charles.....	Spawn gatherer, conservation commission.....	70 00
Macdonald, R. S.....	Medical examiner, Dannemora state hospital.....	110 00
MacDonald, W. J.....	Proctor, university of the state of New York.....	77 50
McDonnell, Leo.....	Clerk, treasurer, Erie county.....	24 00

McGill, Frances E.	Clerk, executive department	33 63
McGowan, A. J.	Physician, district attorney, Richmond county	25 00
McGrath, Lawrence	Patrolman, conservation commission	750 00
Macgregor, James S.	Expert, prison commission	300 00
McGregor, Malcolm	Examiner, university of the state of New York	50 04
McGregor, W. L.	Map maker, census bureau, secretary of state	1,089 16
MacGuire, D. Philip	Medical expert, district attorney, Richmond county	50 00
McGuire, Fred B.	Clerk, board of elections, Monroe county	24 00
McGuire, L.	Appraiser, insurance department	3 505 00
McGuire, William J.	Subpoena server, attorney-general	15 00
McHale, J. D.	Patrolman, conservation commission	242 06
McHale, Maria	Stenographer, industrial commission	52 00
Mack, Joseph	Orderly, Odell sanatorium, Orange county	30 00
MacKay, Bruce	Veterinarian, department of agriculture	10 50
MacKay, Bruce	Veterinarian, Great Meadow prison	18 00
McKee, W. J.	Dentist, Central Islip state hospital	60 00
McKenna, H. J.	Medical witness, district attorney, Queens county	110 00
McKenna, Lester	Process server, district attorney, Queens county	14 00
MacKenzie, A. C.	Proctor, university of the state of New York	10 00
Mackey, Harvey D.	Map maker, census bureau, secretary of state	689 52
McKinley, G. H.	Detective, department of excise	45 00
McKinney, May	Copyist, Saratoga reservation commission	1 00
McLaughlin, Charles S.	Physician, Great Meadow prison	15 00
McLaughlin, J.	Clerk, treasurer, Erie county	8 35
McLaughlin, Julia	Expert, district attorney, Bronx county	50 00
McLaughlin, Thomas	Watchman, Saratoga reservation commission	147 00
McLean, Henry	Stenographer, supreme court, Fulton county	80 00
McLean, Marshall	Attorney, conservation commission	116 00
McLeod, B. E.	Highway expert, attorney-general	50 00
McLeod, Edward J.	Veterinarian, department of agriculture	2,261 00
MacLeod, Johnston	Medical witness, district attorney, Queens county	25 00
McLindon, Charles F.	Counsel, attorney-general	30 00
MacMahon, A. W.	Proctor, university of the state of New York	30 00
McManus, Peter J.	Attorney, department of excise	260 00
McMillan, Letty F.	Proctor, university of the state of New York	155 00
McMorrow, Patrick	Patrolman, police department, Bronxville	91 14

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
McMullen, Marjorie.....	Stenographer, agricultural and industrial school, Industry.....	\$55 00
McNair, J. D.....	Appraiser, insurance department.....	30 00
McNamara, J. A.....	Veterinarian, department of agriculture.....	14 00
McNamara, William.....	Interpreter, workmen's compensation commission.....	18 00
McNeil, Archibald.....	Veterinarian, department of agriculture.....	385 00
MacNeill, W. N.....	Proctor, university of the state of New York.....	100 00
McNevin, W. R.....	Clerk, treasurer, Erie county.....	18 01
McNutt, Charles F.....	Guard, agricultural and industrial school, Industry.....	8 86
McPhee, J. J.....	Medical examiner, workmen's compensation commission.....	10 00
McPherson, R. P.....	Lecturer, farmers' institutes, department of agriculture.....	742 50
Macree, Frank J.....	Compiler, census bureau, secretary of state.....	292 31
MacRossie, Allan A.....	Proctor, university of the state of New York.....	45 00
McShane, Edward A.....	Attorney, attorney-general.....	115 00
McSweeney, Margaret.....	Stenographer, conservation commission.....	7 95
McSwigan, A. S.....	Appraiser, insurance department.....	15 00
McWilliams, H. I.....	Bacteriologist, health officer, port of New York.....	900 00
Mabon, William.....	Medical witness, district attorney, Bronx county.....	50 00
Macomber, George S.....	Expert, public service commission, second district.....	411 29
Madden, George.....	Foreman, highway commission.....	80 00
Madden, John H.....	Chief enumeration supervisor, census bureau, secretary of state.....	2,000 00
Madison, James.....	Court officer, supreme court, Nassau county.....	294 00
Madison, James.....	Court officer, county court, Nassau county.....	120 00
Mahdesian, Arstag.....	Interpreter, supreme court, Kings county.....	5 00
Maler, Frank J.....	Clerk, treasurer, Erie county.....	15 00
Maloney, Helen F.....	Stenographer, industrial commission.....	52 00
Mahoney, Joseph.....	Clerk, treasurer, Erie county.....	17 03
Main, William.....	Policeman, police department, Saratoga Springs.....	3 00
Maine, Guy.....	Interpreter, county court, Kings county.....	5 00
Malady, Celia.....	Clerk, board of elections, Monroe county.....	117 04
Malek, Alexander.....	Interpreter, census bureau, secretary of state.....	9 60

Mallett, O.....	Medical examiner, state hospital, Ray Brook.....	24 00
Mallon, Mary.....	Tabulator of franchises, tax commission.....	150 00
Malloy, Patrick.....	Appraiser, insurance department.....	10 00
Maloney, Frank J.....	Special protector, conservation commission.....	154 00
Malsan, Adrian S.....	Attorney, conservation commission.....	10 00
Malson, C. S.....	Odontologist, Utica state hospital.....	240 00
Mamers, Reinhold.....	Interpreter, county court, Kings county.....	25 00
Manunana, Angelo.....	Interpreter, census bureau, secretary of state.....	24 00
Man, Irene H.....	Clerk and typewriter copyist, university of the state of New York.....	7 00
Mangan, John H.....	Attorney, department of excise.....	240 00
Mangan, Joseph P.....	Attorney, department of excise.....	240 00
Mangarello, Pete.....	Interpreter, census bureau, secretary of state.....	6 60
Manley, W. P.....	Appraiser, insurance department.....	15 00
Manlock, Ernest.....	Interpreter, census bureau, secretary of state.....	45 00
Mann, Henry.....	Interpreter, census bureau, secretary of state.....	3 00
Manning, Eileen.....	Stenographer, highway commission.....	100 00
Manning, Esther.....	Filer of records, department of agriculture.....	90 00
Manning, Esther.....	Comptometer operator, census bureau, secretary of state.....	544 35
Mansfield, James E.....	Witness, workmen's compensation commission.....	20 00
Marchiano, Francesco.....	Interpreter, county court, Kings county.....	6 00
Marchiano, Francesco.....	Interpreter, census bureau, secretary of state.....	6 00
Marchiano, Frank, Jr.....	Interpreter, census bureau, secretary of state.....	7 80
Marcosson, Sol.....	Entertainer, school for the blind, Batavia.....	40 00
Marcowitz, Joseph.....	Interpreter, district attorney, Bronx county.....	60 00
Marcus, Hiram C.....	Clerk, surrogate, Erie county.....	36 00
Marini, Maria.....	Interpreter, Binghamton state hospital.....	6 00
Markham, F. D.....	Veterinarian, department of agriculture.....	5 00
Marraposa, Joseph.....	Interpreter, census bureau, secretary of state.....	9 00
Marsh, Frederick E.....	Clerk, treasurer, Erie county.....	54 00
Marsh, John.....	Interpreter, census bureau, secretary of state.....	2 40
Marshall, C. J.....	Spawn gatherer, conservation commission.....	22 00
Marshall, Edith.....	Honorary examiner, university of the state of New York.....	25 00
Marshall, John.....	Elevator boy, Saratoga reservation commission.....	8 75
Marshall, J. O.....	Auction clerk, department of foods and markets.....	68 80
Martell, Edward A.....	Senior accountant, public service commission, second district.....	380 65
Martin, Angie.....	Interpreter, census bureau, secretary of state.....	7 65

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Martin, H. D.	Veterinarian, department of agriculture.	\$357 00
Martin, J. M.	Proctor, university of the state of New York.	20 00
Martin, T. E.	Lecturer, farmers' institutes, department of agriculture.	10 00
Martini, John J.	Clerk, treasurer, Erie county.	26 84
Martone, Augustine.	Interpreter, district attorney, Monroe county.	3 00
Marvin, Carleton.	Rectograph operator, census bureau, secretary of state.	309 84
Mason, George.	Compiler, census bureau, secretary of state.	508 06
Mason, Vivian F.	Clerk, board of elections, Monroe county.	103 74
Masonic orchestra.	Musicians, Newark eustodial asylum.	13 20
Mastantuono, Michele.	Interpreter, census bureau, secretary of state.	15 00
Materazo, Charles.	Interpreter, census bureau, secretary of state.	9 00
Mather, O. A.	Investigator, attorney-general.	7 00
Mathewson, D. P.	Medical examiner, soldiers' and sailors' home, Bath.	10 00
Matson, L. B.	Foreman, highway commission.	15 00
Matteson, W. C.	Compiler, census bureau, secretary of state.	745 16
Matthews, Charles S.	Process server, sheriff, Nassau county.	9 00
Matthews, L. S.	Veterinarian, department of agriculture.	182 00
Mauersberger, John G.	Investigator, district attorney, Nassau county.	20 00
Mauhs, Nellie A.	Attendant, Saratoga reservation commission.	5 08
Maurer, Sarah.	Clerk and Stenographer, commission for the mentally deficient.	112 50
Maxson, William S.	Honorary examiner, university of the state of New York.	50 00
May, Joseph M.	Expert, district attorney, Kings county.	150 00
Mayer, Frank G.	Clerk, board of elections, Erie county.	6 00
Mayer, Frank J.	Keeper, sheriff, Queens county.	164 00
Mayes, Blanche.	Stenographer, industrial commission.	9 67
Mazzochi, Joseph.	Interpreter, census bureau, secretary of state.	36 00
Meader, R. D.	Detective, Clinton prison.	2 00
Mealey, Carroll E.	Clerk to warden, farm for women, Valatie.	200 00
Means, William H.	Counsel, attorney-general.	60 00
Mecorney, David B.	Stenographer, supreme court, Niagara county.	55 00

Medisaukas, Joe.....	Interpreter, census bureau, secretary of state.....	60 00
Meehan, Gertrude F.....	Stenographer, Saratoga reservation commission.....	1 50
Meehan, James.....	Addressing envelopes, Saratoga reservation commission.....	22 50
Meier, Andrew.....	Detective, district attorney, Nassau county.....	55 00
Meldrum, John.....	Entertainer, school for the blind, Batavia.....	10 00
Mellows, W. F. & Son.....	Veterinarian, Sing Sing prison.....	15 00
Melzer, Carl.....	Proctor, university of the state of New York.....	15 00
Mendelsohn, Emil.....	Interpreter, census bureau, secretary of state.....	24 00
Mendez, Joaquin.....	Interpreter, census bureau, secretary of state.....	9 00
Mengerink, M. A.....	Clerk, board of elections, Monroe county.....	14 63
Menton, James A.....	Clerk, board of elections, Erie county.....	6 00
Meratchnik, Samuel.....	Interpreter, court of general sessions, New York county.....	130 00
Mercer, Charles M.....	Reporting stenographer, district attorney, Monroe county.....	15 00
Mercer, Charles M.....	Stenographer, coroner, Monroe county.....	25 00
Mercier, J. A.....	Appraiser, insurance department.....	10 00
Merkle, Catherine M.....	Stenographer, district attorney, Queens county.....	17 00
Merkel, Hermann W.....	Architect and forester, Bronx Parkway commission.....	2,200 30
Merrell, William D.....	Honorary examiner, university of the state of New York.....	50 00
Merrill, August.....	Attorney, attorney-general.....	172 80
Merrill, Harry R.....	Attorney, attorney-general.....	15 47
Merrill, John D.....	Foreman, highway commission.....	50 00
Merrill, Solon.....	Medical expert, district attorney, Queens county.....	10 00
Merritt, E. L.....	Honorary examiner, university of the state of New York.....	25 00
Merritt, Harold C.....	Stenographer, commissioner of jurors, Westchester county.....	280 00
Merry, A. E.....	Veterinarian, department of agriculture.....	21 00
Merwin, J. W.....	Dentist, farm for women, Valatie.....	4 00
Merzig, Nicholas.....	Clerk, treasurer, Erie county.....	15 00
Meter, James.....	Engineer, conservation commission.....	16 00
Meyer, Harry.....	Comptometer operator, census bureau, secretary of state.....	245 16
Meyer, Morris.....	Interpreter, county court, Monroe county.....	3 00
Meyers, Edwin J.....	Election clerk, board of elections, Oneida county.....	399 00
Meyers, Joseph.....	Watchman, court house, Nassau county.....	17 50
Michael, Frank E.....	Appraiser, insurance department.....	10 00
Michael, Peter.....	Interpreter, district attorney, Monroe county.....	3 00
Michaels, John.....	Clerk, treasurer, Erie county.....	42 00
Michalski, Joseph.....	Interpreter, census bureau, secretary of state.....	1 50

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Mielcarek, Adam.....	Interpreter, census bureau, secretary of state.....	\$23 70
Miele, John.....	Interpreter, census bureau, secretary of state.....	3 00
Mielziner, William J.....	Stenographer, district attorney, Queens county.....	25 60
Mikkelsen, Rosa.....	Bath attendant, Saratoga reservation commission.....	137 11
Milkic, Asad G.....	Interpreter, supreme court, Kings county.....	5 00
Milks, H. J.....	Veterinarian, department of agriculture.....	14 00
Millello, Fillice.....	Interpreter, census bureau, secretary of state.....	12 60
Miller, Anton.....	Interpreter, county court, Kings county.....	85 00
Miller, Anton.....	Interpreter, supreme court, second district.....	45 00
Miller, A. B.....	Medical examiner, university of the state of New York.....	737 57
Miller, Carrie.....	Securing aigrettes, conservation commission.....	4 00
Miller, Frederick.....	Court officer, county court, Nassau county.....	105 00
Miller, Frederick.....	Court officer, supreme court, Nassau county.....	224 00
Miller, Frederick G.....	Deputy sheriff, district attorney, Nassau county.....	15 00
Miller, Friend H.....	Attorney, attorney-general.....	10 79
Miller, John.....	Dipper boy, Saratoga reservation commission.....	42 00
Miller, John P.....	Foreman, highway commission.....	3 00
Miller, J. Leland.....	Foreman, highway commission.....	63 00
Miller, Manasseh.....	Counsel, attorney-general.....	295 00
Miller, Miles E.....	Lecturer, farmers' institutes, department of agriculture.....	10 50
Miller, Wharton.....	Proctor, university of the state of New York.....	15 00
Mills, Katherine H.....	Leeturer, farmers' institutes, department of agriculture.....	60 00
Mills, W. S.....	Medical examiner, state hospital, Ray Brook.....	237 00
Minkler, F. C.....	Lecturer, farmers' institutes, department of agriculture.....	10 00
Minton, H. B.....	Medical examiner, university of the state of New York.....	932 45
Mirable, Pasquale.....	Interpreter, census bureau, secretary of state.....	17 10
Mitchell, Bernard M.....	Special agent, tax commission.....	225 00
Mitchell, Charles C.....	Lecturer, farmers' institutes, department of agriculture.....	104 00
Mitchell, Frank.....	Special agent, department of agriculture.....	435 00
Mitchell, G. B.....	Odontologist, Gowanda state hospital.....	65 00

Mitchell, H. B.....	Dentist, Elmira reformatory.....	30 00
Mockler, J. T.....	Clerk, treasurer, Erie county.....	15 00
Mockler, James W.....	Clerk, board of elections, Erie county.....	6 00
Moehlenkamp, Alfred L.....	Nurse, Rome custodial asylum.....	23 71
Moehring, John T.....	Transfer agent, comptroller.....	100 00
Moen, Peter.....	Bath attendant, Saratoga reservation commission.....	94 72
Moffett, Earl.....	Expert, conservation commission.....	35 00
Moldenhauer, J. V.....	Library school lecturer, university of the state of New York.....	20 00
Moliski, Andrew.....	Interpreter, census bureau, secretary of state.....	5 70
Mouahan, Jeanette J.....	Typewriter copyist, industrial commission.....	60 00
Mondello, Filadelfo.....	Interpreter, census bureau, secretary of state.....	8 70
Monico, Louis J.....	Investigator, district attorney, Nassau county.....	15 00
Monk, John.....	Watchman, board of supervisors, Nassau county.....	25 00
Monroe, Mary T.....	Lecturer, farmers' institutes, department of agriculture.....	555 00
Montgomery, Etta E.....	Lecturer, farmers' institutes, department of agriculture.....	160 00
Montross, Merchant H.....	Compiler, census bureau, secretary of state.....	201 74
Moon, Carl T.....	Stenographer, supreme court, Madison county.....	25 00
Mooney, James.....	Special protector, conservation commission.....	104 51
Moore, A. D.....	Veterinarian, Craig colony, Sonyea.....	62 00
Moore Bros.....	Veterinarian, Great Meadow prison.....	25 00
Moore, E. C.....	Honorary examiner, university of the state of New York.....	150 00
Moore, J. B.....	Honorary examiner, university of the state of New York.....	50 00
Moore, J. R.....	Veterinarian, department of agriculture.....	203 00
Moore, Katherine.....	Stenographer, conservation commission.....	18 80
Moore, William B.....	Clerk, board of elections, Erie county.....	6 00
Moran, Gertrude.....	Addressograph operator, workmen's compensation commission.....	58 00
Mord, George.....	Physician, district attorney, Richmond county.....	75 00
More, Taylor.....	Attorney, attorney-general.....	377 85
Morefield, Robert B.....	Addressograph operator, census bureau, secretary of state.....	251 61
Moreland, Ernest E.....	Leader of orchestra, tercentenary commission.....	31 28
Morgan, Mrs. O. S.....	Lecturer, farmers' institutes, department of agriculture.....	100 00
Morgan, Raymond A.....	Clerk, treasurer, Monroe county.....	172 50
Morgenbesser, Sam.....	Keeper, sheriff, Queens county.....	8 00
Morgenstern, Bryant.....	Clerk, treasurer, Erie county.....	135 00
Morreale, Joseph.....	Interpreter, county court, Kings county.....	4 20
Morris, Alexander.....	Interpreter, census bureau, secretary of state.....	3 00

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Morris, John	Interpreter, census bureau, secretary of state.	\$5 70
Morrison, Gertrude	Comptometer operator, census bureau, secretary of state.	422 50
Morrison, George A.	Witness, district attorney, Kings county.	75 00
Morrison, Milnor B.	Physician, Great Meadow prison.	3 00
Morrison, Walter M.	Witness, district attorney, Kings county.	50 00
Morse, Emil E.	Investigator, district attorney, Nassau county.	556 75
Morse, J. R.	Veterinarian, department of agriculture.	896 00
Morton, Rosalie S.	Lecturer, department of health.	175 00
Mosier, Charles	Member of auditing committee, trustees of public buildings.	1,450 00
Mott, Frank H.	Assistant counsel, public service commission, second district.	312 50
Mott, Jesse	Court officer, supreme court, Nassau county.	283 00
Mott, Jesse	Investigator, district attorney, Nassau county.	25 00
Mott, William H.	Map maker, census bureau, secretary of state.	816 66
Mottram, Stanley S.	Clerk, county clerk, Westchester county.	540 00
Moylan, William	Detective, department of excise.	25 02
Moynahan, Bartholomew	Stenographer, attorney-general.	305 00
Mueller, George	Clerk, treasurer, Erie county.	33 00
Muir, R.	Dentist, Thomas Indian school, Iroquois.	45 00
Mulcahy, L. Lee	Dentist, school for the blind, Batavia.	270 00
Mu'doon, W. E.	Veterinarian, department of agriculture.	14 00
Mulholland, Hugh	Witness, conservation commission.	6 00
Muller, George F.	Investigator, district attorney, Nassau county.	6 00
Muller, George F.	Investigator, sheriff, Nassau county.	29 00
Mulligan, W. K.	Foreman, highway commission.	27 00
Mulliner, N. B.	Assistant to clerk, board of canvassers, Nassau county.	80 00
Mulonet, J.	Interpreter, district attorney, Bronx county.	5 00
Mulroy, Thomas	Detective, department of excise.	18 00
Multigraphing Letter Co.	Experts, tercentenary commission.	3 00
Mulvey, C. J.	Veterinarian, department of agriculture.	434 00
Mulville, Daniel M.	Clerk, board of elections, Albany county.	42 00

Munger, Luella.....	Stenographer, probation commission.....	32 00
Munson, George W.....	Expert, census bureau, secretary of state.....	45 00
Murdock, Henry H., Jr.....	Map maker, census bureau, secretary of state.....	987 90
Murphy, Clarence.....	Patrolman, conservation commission.....	162 43
Murphy, C. A.....	Attorney, conservation commission.....	20 00
Murphy, M. J.....	Expert, conservation commission.....	760 00
Murphy, Thomas, Jr.....	Clerk, board of elections, Albany county.....	42 00
Murray, Albert.....	Clerk, treasurer, Erie county.....	60 00
Murray, Frank T.....	Guard, agricultural and industrial school, Industry.....	14 52
Murray, H. C.....	Veterinarian, department of agriculture.....	28 00
Murray, Marian B.....	Stenographer, conservation commission.....	5 00
Murray, Marie E.....	Stenographer, department of foods and markets.....	38 75
Murray, Martin L.....	Attorney, attorney-general.....	920 00
Murray, Reginald H.....	Map maker, census bureau, secretary of state.....	500 00
Murray, Thomas.....	Officer, county court, Nassau county.....	80 00
Murray, Thomas.....	Officer, supreme court, Nassau county.....	188 69
Murray, Thomas W.....	Investigator, district attorney, Nassau county.....	44 00
Murray, Thomas W.....	Investigator, sheriff, Nassau county.....	27 00
Murray, W. G.....	Attorney, conservation commission.....	13 00
Murray, William M.....	Stenographer, supreme court, third district.....	77 44
Murrin, W. R.....	Proctor, university of the state of New York.....	20 00
Musacchia, Frank.....	Interpreter, census bureau, secretary of state.....	45 00
Muschel, E.....	Stenographer, secretary of state.....	4 00
Mussen, Frank.....	Patrolman, conservation commission.....	72 00
Mussen, Harvey P.....	Patrolman, conservation commission.....	260 13
Muste, C. B.....	Proctor, university of the state of New York.....	72 50
Myers, C. E.....	Lecturer, farmers' institutes, department of agriculture.....	5 00
Myers, Theodore.....	Interpreter, census bureau, secretary of state.....	3 90
Mylod, Philip A.....	Appraiser, insurance department.....	60 00
Nally, Thomas.....	Expert on cloth, purchasing committee, hospital commission.....	20 00
Nam, Quam Yick.....	Interpreter, district attorney, Bronx county.....	10 00
Nardone, Romeo.....	Interpreter, census bureau, secretary of state.....	36 00
Natiello, Frank.....	Officer, county court, Nassau county.....	71 00
Natiello, Frank.....	Investigator, sheriff, Nassau county.....	31 00
Natiello, Frank.....	Officer, supreme court, Nassau county.....	63 00
Natoli, Angelo A.....	Interpreter, census bureau, secretary of state.....	22 80

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Nawrocki, J. W.....	Interpreter, district attorney, Richmond county.....	\$200 00
Neall, Howard W.....	Medical witness, district attorney, Queens county.....	20 00
Neall, R. H.....	Foreman, highway commission.....	144 00
Neary, Lawrence D.....	Medical witness, district attorney, Kings county.....	10 00
Needham, George L.....	Clerk, board of elections, Erie county.....	6 00
Neise, William H.....	Detective, district attorney, Nassau county.....	55 00
Nellis, Andrew J.....	Attorney, attorney-general.....	79 48
Nellis, George S.....	Compiler, census bureau, secretary of state.....	92 02
Nelson, Frank J.....	Investigator, attorney-general.....	240 00
Nelson, J. Arthur.....	Appraiser, insurance department.....	150 00
Nesbit, Evelyn.....	Nurse, Edward Meany Sanatorium, Tompkins county.....	142 75
Nesbitt, Edward J.....	Veterinarian, Hudson River state hospital.....	145 05
Nesbitt, T. E.....	Dentist, Rochester state hospital.....	39 00
Newta, Joseph.....	Interpreter, county court, Kings county.....	3 00
Neumann, Ely.....	Counsel, attorney-general.....	162 60
Newman, I. F.....	Spawn gatherer, conservation commission.....	22 00
Newstadt, Richard M.....	Secretary, commission for the mentally deficient.....	400 00
Newton, Arthur E.....	Honorary examiner, university of the state of New York.....	25 00
Newton, Dallas C.....	Attorney, attorney-general.....	30 00
Newton, Ray.....	Entertainer, Elmira reformatory.....	25 00
Newton, Walter M.....	Analysis of syrup, purchasing committee, hospital commission.....	20 00
Newton, Walter M.....	Analysis of syrup, fiscal supervisor.....	40 00
New York Federation of churches, The.....	Addressing envelopes, tercentenary commission.....	15 00
Nichols, Charles E.....	Attorney, attorney-general.....	99 88
Nichols, Frederick G.....	Honorary examiner, university of the state of New York.....	50 00
Nichols, J. T.....	Detective, conservation commission.....	21 00
Nichols, S. E.....	Leather examiner, fiscal supervisor.....	20 00
Nicholson, Blanche.....	Proctor, university of the state of New York.....	20 00
Nicholson, Mary.....	Comptometer operator, census bureau, secretary of state.....	156 05
Nicholson, Mary E.....	Filing clerk, conservation commission.....	75 00

Nichthausen, V.....	Proctor, university of the state of New York.....	7 50
Nickarz, John.....	Interpreter, census bureau, secretary of state.....	31 80
Nicoll, A. J.....	Lecturer, farmers' institutes, department of agriculture.....	1,520 00
Nicoll, M. R.....	Lecturer, farmers' institutes, department of agriculture.....	7 60
Nicotera, Salvador.....	Interpreter, census bureau, secretary of state.....	6 00
Noble, Clinton.....	Attorney, attorney-general.....	7 37
Noble, Frederick C.....	Consulting engineer, public service commission, first district.....	2,268 75
Noble, William C.....	Patrolman, conservation commission.....	213 68
Nobles, Howard G.....	Stenographer, supreme court, Monroe county.....	10 00
Nobus, John.....	Interpreter, census bureau, secretary of state.....	2 85
Noerling, H. C.....	Physician, farm for women, Valatie.....	300 00
Noerling, Henry J.....	Physician, farm for women, Valatie.....	16 36
Noba, Frank.....	Interpreter, census bureau, secretary of state.....	15 00
Nolan, Mary A.....	Nurse, superintendent of the poor, Westchester county.....	2 26
Noonan, Michael J.....	Attorney, attorney-general.....	20 00
Noonan, Thomas H.....	Attorney, attorney-general.....	620 47
Noonan, W.....	Clerk, treasurer, Erie county.....	10 20
Norman, Edward B.....	Keeper, sheriff, Queens county.....	80 00
Norris, John D.....	Assistant, Letchworth village, Thiells.....	74 25
Northrup, W. Irving.....	Stenographer, industrial commission.....	10 00
Norton, J. C.....	Proctor, university of the state of New York.....	5 00
Norton, K. B.....	Proctor, university of the state of New York.....	2 50
Nott, E. G.....	Clerk, treasurer, Erie county.....	45 00
Nott, P. K.....	Lecturer, farmers' institutes, department of agriculture.....	10 00
Novello, Nicholas.....	Interpreter, census bureau, secretary of state.....	42 00
Nowak, John F.....	Detective, department of excise.....	5 00
Noxan, C. H.....	Attorney, conservation commission.....	10 00
Noxon, Frank H.....	Patrolman, conservation commission.....	334 84
Nugent, A. M.....	Stenographer, department of foods and markets.....	1 25
Nugent, Edward G.....	Medical examiner, state hospital, Ray Brook.....	84 00
Nye, Bertrand W.....	Attorney, attorney-general.....	3 56
Nygren, Tenney & Ohmes.....	Consulting engineers, department of architecture.....	3,441 13
O'Brien, John F.....	Attorney, attorney-general.....	44 09
O'Brien, Marie L.....	Clerk, executive department.....	13 75
O'Brien, Sarah.....	Comptometer operator, census bureau, secretary of state.....	464 00
O'Brien, Thomas J. Jr.....	Clerk, board of elections, Albany county.....	42 00

EMPLOYMENTS WITHOUT EXAMINATION — Continued

NAME	Position and office	Compensation
O'Brien, W. O.	Proctor, university of the state of New York	\$7 50
O'Connell, Charles B.	Attorney, attorney-general	75 00
O'Connell, D.	Attorney, attorney-general	26 41
O'Connell, John N.	Clerk, treasurer, Erie county	69 00
O'Connell, Joseph.	Clerk, treasurer, Erie county	20 77
O'Connor, A. L.	Attorney, department of excise	300 00
O'Connor, Maurice.	Clerk, treasurer, Erie county	15 00
O'Day, John F.	Attorney, attorney-general	420 00
O'Dea, Cornelius.	Attorney, attorney-general	5 00
O'Donnell & Kelly.	Confidential agents, district attorney, Nassau county	315 00
O'Donnell, M.	Patrolman, conservation commission	600 00
Ogden, C. G.	Expert examiner, civil service commission	30 50
Ogden, Henry N.	Engineering expert, fiscal supervisor	75 00
Ogden, Harry W.	Odontologist, Willard state hospital	185 00
O'Hare, S. V.	Appraiser, insurance department	15 00
O'Keefe, Mary.	Nurse, Westchester county almshouse	10 70
Oliver, Donald L.	Addressograph operator, census bureau, secretary of state	887 50
Oliver, Laura T.	Clerk, attorney-general	320 00
O'Loughlin, M. J.	Clerk, treasurer, Erie county	56 46
O'Malley, James.	Attorney, attorney-general	6 01
O'Malley, P.	Patrolman, conservation commission	240 00
O'Mara, William.	Medical witness, district attorney, Queens county	20 00
O'Neale, J. S., Jr.	Proctor, university of the state of New York	15 00
O'Neil, Anna.	Comptometer operator, census bureau, secretary of state	61 69
O'Neil, Cornelius.	Patrolman, conservation commission	288 08
O'Neill, Cowell	Proctor, university of the state of New York	25 00
O'Neil, Jeremiah.	Witness, conservation commission	6 00
O'Neil, John.	Witness, conservation commission	10 00
O'Neil, Joseph S.	Attorney, department of excise	400 00
O'Neill, L. F.	Physician, Auburn prison	100 00

O'Neill, Marcella.....	Stenographer, secretary of state.....	5 00
Onovato, Angeline.....	Interpreter, census bureau, secretary of state.....	2 70
O'Reilly, John J.....	Medical witness, district attorney, Queens county.....	15 00
Orgelfinger, Louis, Jr.....	Stenographer, Long Island school of agriculture, Farmingdale.....	18 00
Orlando, Joseph.....	Interpreter, census bureau, secretary of state.....	16 50
Orlando, Paul.....	Interpreter, census bureau, secretary of state.....	45 00
Orleansky, I. L.....	Proctor, university of the state of New York.....	7 50
Orr, Mrs. B. M.....	Stenographer, highway commission.....	21 48
Orth, Frederick C.....	Dentist, Long Island state hospital.....	240 00
Osborn, Albert S.....	Handwriting expert, district attorney, Kings county.....	360 00
Osborn, Albert S.....	Handwriting expert, attorney-general.....	100 00
Osgood, Elmer.....	Patrolman, conservation commission.....	281 03
Osgood, S. S.....	Proctor, university of the state of New York.....	25 00
Osner, George A.....	Inspector of state farms, department of agriculture.....	26 58
Osterweis, Louis W.....	Attorney, attorney-general.....	70 38
Ostrander, Loretta M.....	Nurse, training school for girls, Hudson.....	16 13
O'Sullivan, Denis.....	Stenographer, workmen's compensation commission.....	46 20
Otia, Alexander.....	Special deputy in election cases, attorney-general.....	300 00
Otto, Walter G. C.....	Counsel, attorney-general.....	574 26
Overend, John F.....	Attorney, attorney-general.....	1,042 00
Owen, Douglas C.....	Patrolman, conservation commission.....	217 00
Owen, Earl W.....	Patrolman, conservation commission.....	106 00
Owen, Frank.....	Patrolman, conservation commission.....	240 00
Owen, Mrs. George H.....	Telephone operator, conservation commission.....	5 00
Owen, J. J.....	Physician, Great Meadow prison.....	10 00
Owen, John T.....	Appraiser, insurance department.....	15 00
Packard, Stella E.....	Special investigator, commission for the mentally deficient.....	195 56
Pagano, Peter J.....	Interpreter, census bureau, secretary of state.....	13 50
Paige, Montford S.....	Comptometer operator, census bureau, secretary of state.....	175 40
Painton, Edward F.....	Veterinarian, department of agriculture.....	77 00
Palen, H. O.....	Expert organizer and instructor, department of foods and markets.....	802 00
Palmateer, Ralph.....	Leader of orchestra, Newark custodial asylum.....	28 80
Palmer, F. D.....	Automobile expert, district attorney, Queens county.....	5 00
Palmer, John A.....	Special agent, tax commission.....	249 99
Palmer, M. B.....	Medical examiner, agricultural and industrial school, Industry.....	20 00
Palminteri, Michael M.....	Interpreter, census bureau, secretary of state.....	5 40

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Palumbo, Benedetto.....	Investigator, department of labor.....	\$23 50
Panarella, Nicholas.....	Interpreter, census bureau, secretary of state.....	3 00
Panitz, William F.....	Comptometer operator, census bureau, secretary of state.....	303 33
Pantaleo, Gabriele.....	Interpreter, census bureau, secretary of state.....	3 00
Pantozzi, James.....	Interpreter, census bureau, secretary of state.....	13 80
Papademetrian, Saranton.....	Interpreter, county court, Kings county.....	80 00
Papademetrian, Saranton.....	Interpreter, district attorney, Kings county.....	15 00
Pipineau, John.....	Spawn gatherer, conservation commission.....	70 00
Paprocki, Frank J.....	Clerk, treasurer, Monroe county.....	65 00
Papworth, D. C.....	Veterinarian, Rome custodial asylum.....	14 50
Paradiso, Paltry.....	Interpreter, census bureau, secretary of state.....	7 20
Pardie, John.....	Interpreter, county court, Kings county.....	4 50
Parisi, Gaetano.....	Interpreter, county court, Kings county.....	25 00
Parke, Potter & Co.....	Accountants, sheriff, New York county.....	600 00
Parker, A. F.....	Proctor, university of the state of New York.....	5 00
Parker, E. C.....	Dental examiner, university of the state of New York.....	385 50
Parker, Fay L.....	Special counsel, conservation commission.....	600 00
Parker, Francis R.....	Honorary examiner, university of the state of New York.....	25 00
Parker, Fred M.....	Compiler, census bureau, secretary of state.....	100 00
Parker, Leon L.....	Veterinarian, department of agriculture.....	1,144 50
Parmenter, Arthur F.....	Attorney, Conservation commission.....	16 00
Parr, Owen.....	Investigator, district attorney, Nassau county.....	10 00
Parrissi, Anthony J.....	Interpreter, census bureau, secretary of state.....	13 20
Parsons, C. A.....	Stenographer, highway commission.....	131 61
Partridge, F. H.....	Timekeeper, Saratoga reservation commission.....	53 50
Partridge, F. W.....	Watchman, Saratoga reservation commission.....	26 25
Partyka, Casimer T.....	Interpreter, census bureau, secretary of state.....	10 80
Pasta, Nellie J.....	Typewriter copyist, industrial commission.....	30 00
Patten, Bernard.....	Clerk, treasurer, Erie county.....	78 00
Patten, R.....	Office boy, Saratoga reservation commission.....	88 70

Patten, Stanley B.....	Special investigator, comptroller.....	25 00
Patterson, Arthur S.....	Honorary examiner, university of the state of New York.....	20 00
Patterson, F. H.....	Inspector, conservation commission.....	284 00
Patterson, James.....	Guard at Tuscarora reservation, department of health.....	120 00
Patterson, Samuel D.....	Examiner, university of the state of New York.....	1,137 51
Pattison, John W.....	Leather expert, hospital commission.....	40 00
Payne, W. J.....	Veterinarian, department of agriculture.....	37 00
Pearce, William R.....	Court attendant, district attorney, Kings county.....	100 00
Pearlman, Isaac.....	Keeper, sheriff, Queens county.....	8 00
Pearson, C. E.....	Medical witness, district attorney, Richmond county.....	140 00
Pearson, Florence E.....	Stenographer, conservation commission.....	5 00
Pearson, William G.....	Instructor in printing, Sing Sing prison.....	140 00
Pearson, W. L.....	Medical examiner, state hospital, Ray Brook.....	24 00
Peck, Frank C.....	Printing inspector, comptroller.....	150 00
Peck, G. W.....	Witness, department of excise.....	65 36
Peck, Joseph.....	Pianist, Letchworth Village, Thiells.....	5 00
Peck, Lansing E.....	Rectograph operator, census bureau, secretary of state.....	500 00
Peckally, John C.....	Interpreter, census bureau, secretary of state.....	3 30
Pecquex, Adonis.....	Keeper, sheriff, Queens county.....	80 00
Pederson, Christian.....	Bath attendant, Saratoga reservation commission.....	238 12
Peelbaum, Alexander G.....	Interpreter, supreme court, appellate division, first department.....	5 00
Pek, Frank.....	Interpreter, census bureau, secretary of state.....	6 00
Pelcher, Alfred.....	Patrolman, conservation commission.....	290 48
Pellegrino, Louis.....	Interpreter, census bureau, secretary of state.....	6 00
Pellet, William W.....	Attorney, attorney-general.....	32 10
Pendergast, James A.....	Veterinarian, department of agriculture.....	14 00
Pendergast, James A.....	Expert witness, district attorney, Kings county.....	5 00
Pendergast, James A.....	Meat inspector, hospital commission.....	21 00
Pendergast, James A.....	Veterinarian, institution for feeble-minded children, Syracuse.....	203 50
Pendergast, Robert J.....	Attorney, attorney-general.....	50 00
Pendergast, W. M.....	Veterinarian, department of agriculture.....	231 00
Pennington, Theodore.....	Compiler, census bureau, secretary of state.....	211 70
Perkins, Joseph H.....	Clerk, board of elections, Monroe county.....	24 00
Perkins, Mildred.....	Clerk, board of elections, Monroe county.....	13 30
Perlman, Nathan D.....	Attorney, attorney-general.....	75 90

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Perota, Anthony J.	Interpreter, census bureau, secretary of state.	\$68 40
Perry, E. H.	Policeman, police department, Saratoga Springs.	3 00
Perry, Frank N.	Map maker, census bureau, secretary of state.	653 22
Perry, M.	Expert carpenter, department of health.	64 00
Persons, Charles Y.	Patrolman, conservation commission.	215 06
Pesther, Frank.	Keeper, sheriff, Queens county.	76 00
Peterson, Helen.	Proofreader, comptroller.	70 71
Peterson, John.	Superintendent of Geyser Park, Saratoga reservation commission.	100 00
Peterson, John E.	Deputy, sheriff, Richmond county.	36 00
Peterson, Severin.	Interpreter, department of agriculture.	300 00
Pettinato, John.	Interpreter, county court, Kings county.	15 80
Petit, Aubrey.	Investigator, district attorney, Nassau county.	20 00
Petit, Aubrey.	Investigator, sheriff, Nassau county.	89 00
Phelps, Clarence P.	Expert witness, attorney-general.	10 00
Phelps, Orra P.	Lecturer, farmers' institutes, department of agriculture.	305 00
Phillips, Howard M.	Compiler, census bureau, secretary of state.	292 34
Phillips, John R.	Clerk, treasurer, Erie county.	3 00
Phillips, Jesse S.	Attorney, attorney-general.	44 29
Phillips, Raymond.	Clerk, treasurer, Erie county.	110 88
Photos, Jack.	Interpreter, supreme court, appellate division, first department.	5 00
Piccone, Salvatori.	Interpreter, census bureau, secretary of state.	16 80
Pignatoro, John J.	Interpreter, census bureau, secretary of state.	42 00
Pilcher, Lewis S.	Medical examiner, university of the state of New York.	746 67
Pincus, J. W.	Lecturer, farmers' institutes, department of agriculture.	120 00
Pinkerton's National Detective Agency.	Detectives, district attorney, Bronx county.	19 20
Pinkerton's National Detective Agency.	Detectives, district attorney, Kings county.	280 00
Pisarri, James A.	Interpreter, census bureau, secretary of state.	10 20
Pitts, Fred E.	Patrolman, conservation commission.	305 81
Pitz, Philip, Jr.	Guard at Tuskarora reservation, department of health.	33 00
Pizepiora, Stanislaus.	Interpreter, census bureau, secretary of state.	34 95

Pizzo, Joseph.....	Interpreter, census bureau, secretary of state.....	28 80
Place, Frederick L.....	Veterinarian, agricultural and industrial school, Industry.....	4 84
Plant, Carman.....	Investigator, sheriff, Nassau county.....	15 00
Plant, Carman.....	Investigator, district attorney, Nassau county.....	46 00
Plant, Carman.....	Officer, county court, Nassau county.....	117 00
Plant, Carman.....	Officer, supreme court, Nassau county.....	144 00
Pleune, P. H.....	Proctor, university of the state of New York.....	77 50
Plinsky, Joseph.....	Pianist, Utica state hospital.....	22 00
Plummer, W. S.....	Appraiser, insurance department.....	10 00
Polinsky, Eva.....	Typewriter copyist, industrial commission.....	60 00
Pond, William D.....	Patrolman, conservation commission.....	74 40
Pope, Paul R.....	Honorary examiner, university of the state of New York.....	29 00
Pope, Rose E.....	Typewriter copyist, industrial commission.....	60 00
Porter, W. H.....	Piano tuner, house of refuge, Albion.....	6 00
Postiglioni, Joseph.....	Interpreter, census bureau, secretary of state.....	36 00
Potenza, Joseph.....	Interpreter, census bureau, secretary of state.....	8 40
Potter, Henry A.....	Honorary examiner, university of the state of New York.....	20 00
Potter, Mary E.....	Proctor, university of the state of New York.....	20 00
Pottinger, M. Edith.....	Entertainer, Elmira reformatory.....	5 00
Potts, Frank N.....	Investigator, department of health.....	36 50
Powell, George T.....	Guard at Tuskarora reservation, department of health.....	39 00
Power Specialty Co.....	Experts, state hospital, Ray Brook.....	181 88
Powers, J. E.....	Spawn gatherer, conservation commission.....	22 00
Power, William T.....	Lecturer, department of health.....	941 63
Powers, William L.....	Veterinarian, agricultural and industrial school, Industry.....	6 39
Praete, Frank C.....	Investigator, department of labor.....	21 00
Prager, Abe.....	Leader of orchestra, St. Lawrence state hospital.....	38 10
Pratt, J. F.....	Oculist, Binghamton state hospital.....	75 00
Pratt, Willard R.....	Attorney, Conservation commission.....	30 00
Prendeville, T. J.....	Stenographer, district attorney, Queens county.....	28 56
Prentice, C. F.....	Examiner in optometry, university of the state of New York.....	40 00
Preschel, Harry.....	Patrolman, conservation commission.....	60 00
Preston, D. R.....	Accountant, department of health.....	26 25
Priccarico, Minzinico.....	Interpreter, census bureau, secretary of state.....	10 50
Price, W. & G.....	Writing pamphlet, tercentenary commission.....	50 00
Priddis, Loilyn.....	Nurse, agricultural and industrial school, Industry.....	67 86

EMPLOYMENTS WITHOUT EXAMINATION — Continued

NAME	Position and office	Compensation
Prince, Helen.....	Comptometer operator, census bureau, secretary of state.....	\$112 50
Pritchard, William B.....	Medical expert, district attorney, Richmond county.....	100 00
Proechel, Harry.....	Patrolman, conservation commission.....	216 77
Proffitt, C. G.....	Proctor, university of the state of New York.....	65 00
Provost, John.....	Compiler, census bureau, secretary of state.....	767 62
Prudent, Andrew.....	Interpreter, census bureau, secretary of state.....	75 00
Pruete, Dominic.....	Interpreter, census bureau, secretary of state.....	15 00
Pryor, J. H.....	Medical examiner, state hospital, Ray Brook.....	66 00
Puccio, Gaspare.....	Interpreter, census bureau, secretary of state.....	7 50
Pugh, R. C.....	Foreman, highway commission.....	268 00
Pulaski, Andrew H.....	Interpreter, court of general sessions, New York county.....	30 00
Pullman, E. B.....	Witness, conservation commission.....	130 00
Pullman, Leona R.....	Stenographer, conservation commission.....	5 00
Pulver, L. M.....	Attorney, conservation commission.....	5 00
Pulvino, Anthony.....	Interpreter, census bureau, secretary of state.....	16 50
Pulvino, Pasquelo.....	Interpreter, census bureau, secretary of state.....	6 90
Purcell, Cullen & Purcell.....	Counsel, attorney-general.....	102 00
Purdy, Etta.....	Stenographer, industrial commission.....	82 00
Putnam, H. P.....	Map maker, census bureau, secretary of state.....	1,050 00
Putnam Reporting Co.....	Reporting stenographers, civil service commission.....	2,073 75
Pyve, Walter F.....	Proctor, university of the state of New York.....	10 00
Qua, Ethel J.....	Stenographer, attorney-general.....	27 00
Quance, Herbert T.....	Vocalist, Newark custodial asylum.....	2 00
Quinn, Cecelia.....	Vocalist, Utica state hospital.....	51 00
Quinn, James L.....	Clerk, board of elections, Albany county.....	42 00
Quinn, Owen F.....	Expert well-driller, Saratoga reservation commission.....	468 00
Quinn, Vincent.....	Physician, sheriff, Bronx county.....	83 33
Quinto, Ernest.....	Interpreter, census bureau, secretary of state.....	3 00
Quirk, James.....	Patrolman, conservation commission.....	285 68
Rachmil, Abraham.....	Interpreter, census bureau, secretary of state.....	45 00

Radice, Michael.....	Typewriter copyist, county clerk, New York county.....	16 05
Radin, Max.....	Honorary examiner, university of the state of New York.....	40 00
Radley, Peter.....	Expert carpenter, department of public buildings.....	92 00
Rae, William P. & Co.....	Real estate agents, district attorney, Kings county.....	238 00
Ralicki, Stanley.....	Interpreter, census bureau, secretary of state.....	55 50
Ralph, Samuel.....	Witness, workmen's compensation commission.....	10 00
Ramsey, Clarence J.....	Appraiser, insurance department.....	800 00
Rankin, George.....	Clerk, board of elections, Erie county.....	6 00
Rankin, W. H.....	Expert pathologist, conservation commission.....	125 00
Ransom, Charles E.....	Officer, county court, Nassau county.....	232 00
Ransom, Charles E.....	Officer, supreme court, Nassau county.....	60 00
Ransom, J. B.....	Medical examiner, state hospital, Ray Brook.....	9 00
Rapp, John.....	Physician, Napanoch reformatory.....	5 00
Rapp, Nellie B.....	Proctor, university of the state of New York.....	15 00
Rathgeber, Emile E.....	Attorney, attorney-general.....	161 00
Ratunda, Joseph.....	Interpreter, census bureau, secretary of state.....	6 00
Ravitch, Mitchell M.....	Interpreter, county court, Bronx county.....	5 00
Ray, William.....	Clerk, treasurer, Erie county.....	27 90
Raynor, Elmer.....	Investigator, sheriff, Nassau county.....	32 00
Raynor, William P.....	Investigator, district attorney, Nassau county.....	5 00
Reagan, Lawrence.....	Draftsman, university of the state of New York.....	9 80
Reagles, Annie L.....	Stenographer, conservation commission.....	3 00
Realy, George.....	Patrolman, conservation commission.....	331 61
Reben, Jennie.....	Clerk, commission for the blind.....	1 50
Redfield, A. E.....	Organist, soldiers' and sailors' home, Bath.....	60 00
Redfield, Charles C.....	Counsel, attorney-general.....	26 00
Redfield, William.....	Lecturer, department of health.....	100 00
Redmond, Frank X.....	Undertaker, training school for girls, Hudson.....	40 00
Reed, E. N.....	Lecturer, farmers' institutes, department of agriculture.....	5 00
Reed, Fred S.....	Assistant foreman, conservation commission.....	208 00
Read, George W.....	Decorator, department of health.....	142 50
Reed, H. C.....	Foreman, conservation commission.....	755 00
Reed, J. Stuart.....	Pianist, Newark custodial asylum.....	2 00
Regan, Frances.....	Telephone operator, district attorney, Kings county.....	9 60
Reichardt, P. H.....	Proctor, university of the state of New York.....	17 50
Reidy, Edward.....	Clerk, treasurer, Erie county.....	33 09

EMPLOYMENTS WITHOUT EXAMINATION — Continued

NAME	Position and office	Compensation
Reiger, Joseph.....	Medical examiner, state hospital, Ray Brook.....	\$3 00
Reilly, Edward J.....	Counsel, attorney-general.....	90 00
Reilly, John J.....	Proctor, university of the state of New York.....	37 50
Riley, John H.....	Clerk, treasurer, Erie county.....	18 22
Riley, John J.....	Inspector of manufactures and industries, hospital commission.....	1,125 00
Riley, William H.....	Attorney, department of excise.....	3,030 00
Riley & Gordon.....	Attorney, fire marshal.....	145 00
Rein, Herman.....	Bath attendant, Saratoga reservation commission.....	400 00
Reinhardt, Charles F.....	Investigator, sheriff, Nassau county.....	15 00
Reinhardt, Edward.....	Clerk, treasurer, Erie county.....	40 04
Reinius, Edward B.....	Interpreter, court of general sessions, New York county.....	5 00
Reinius, Edward B.....	Interpreter, county court, Kings county.....	30 00
Reinius, Edward B.....	Interpreter, district attorney, Kings county.....	5 00
Reinius, Edward B.....	Interpreter, supreme court, Kings county.....	15 00
Reith, John.....	Clerk, treasurer, Erie county.....	78 00
Relf, Mabel.....	Typewriter copyist, department of health.....	30 80
Remer, John W.....	Special deputy in election cases, attorney-general.....	300 00
Rensen, A. T.....	Assistant to clerk, board of canvassers, Nassau county.....	80 00
Rennie, Burt H.....	Patrolman, conservation commission.....	416 13
Renzi, Cosimo.....	Map maker, census bureau, secretary of state.....	575 00
Reusch, John.....	Watchman, surrogate, Queens county.....	450 00
Reynolds, Allen S.....	Attorney, attorney-general.....	51 57
Reynolds, E. J.....	Investigator, Bronx Parkway commission.....	435 00
Reynolds, Frank.....	Cabinet maker, department of public buildings.....	120 00
Reynolds, Margaret R.....	Stenographer, conservation commission.....	39 20
Rhineland, Joseph.....	Clerk, board of elections, Erie county.....	16 50
Rhoades, Gilbert H.....	Counsel, attorney-general.....	72 50
Rhodes, Rufus R.....	Watchman, sheriff, Nassau county.....	40 00
Rica, Walter C.....	Patrolman, conservation commission.....	72 00
Ricciardi, Joseph.....	Interpreter, census bureau, secretary of state.....	9 00

Rico, Salvator.....	27	90	Interpreter, census bureau, secretary of state.....
Rice, Charles E., Jr.....	300	00	Special deputy in election cases, attorney-general.....
Rice, Irving F.....	35	00	Lecturer, farmers' institutes, department of agriculture.....
Rice, Walter C.....	213	68	Patrolman, conservation commission.....
Rich, Beulah E.....	88	33	Nurse, superintendent of the poor, Niagara county.....
Rich, Frank J.....	18	00	Interpreter, census bureau, secretary of state.....
Rich, Henry P.....	13	80	Interpreter, county court, Kings county.....
Richards, David E.....	36	00	Interpreter, census bureau, secretary of state.....
Richards, John.....	84	00	Expert witness, conservation commission.....
Richards, S. M.....	10	00	Attorney, conservation commission.....
Richards, Theo J.....	2	50	Expert, Bronx Parkway commission.....
Richards, Walter.....	510	00	Assistant inspector, trustees of public buildings.....
Richman, R. D.....	20	00	Physician, agricultural and industrial school, Industry.....
Richmond, A. M.....	3	87	Stenographer, highway commission.....
Richter, William J.....	3	00	Stenographer, district attorney, Monroe county.....
Richter, William J.....	5	00	Reporting stenographer, supreme court, Monroe county.....
Ricker, George A.....	250	00	Expert, highway commission.....
Ricker & Minniss.....	619	58	Experts, Mohansic state hospital.....
Rider, J. T.....	2	50	Piano tuner, training school for girls, Hudson.....
Ritondo, Marino.....	225	00	Investigator, district attorney, Nassau county.....
Ritondo, Marino.....	14	55	Interpreter, census bureau, secretary of state.....
Rizzuto, Paul.....	6	52	Interpreter, census bureau, secretary of state.....
Roach, J. A.....	105	00	Proctor, university of the state of New York.....
Roach, L. J.....	7	00	Veterinarian, department of agriculture.....
Robb, B. B.....	270	00	Lecturer, farmers' institutes, department of agriculture.....
Robbins, Howard.....	15	00	Caretaker, Summit View sanatorium, Fulton county.....
Roberts, F. K.....	395	00	Appraiser of condemned animals, department of agriculture.....
Roberts, George W.....	653	33	Comptometer operator, census bureau, secretary of state.....
Robertson, J. A.....	422	00	Foreman, department of agriculture.....
Robinson, Charles N.....	414	52	Map maker, census bureau, secretary of state.....
Robinson, G. L.....	2	00	Proofreader, probation commission.....
Robinson, Isaac B.....	424	00	Patrolman, conservation commission.....
Robinson, James.....	469	00	Process server, district attorney, Queens county.....
Robinson, William A.....	12	37	Attorney, attorney-general.....
Robson, David.....	111	04	Attorney, attorney-general.....
Roby, Joseph.....	5	00	Physician, agricultural and industrial school, Industry.....

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Rocco, Antonio.....	Interpreter, census bureau, secretary of state.....	\$15 00
Roche, Anna V.....	Clerk, executive department.....	33 38
Roche, Morris.....	Witness, conservation commission.....	6 00
Roche, William A.....	Compiler, census bureau, secretary of state.....	479 84
Roche, W. B.....	Undertaker, institution for feeble-minded children, Syracuse.....	11 50
Roche, William J.....	Counsel, attorney-general.....	100 00
Rockfeller, Harlan.....	Comptometer operator, census bureau, secretary of state.....	303 33
Rodden, J. H.....	Musician, St. Lawrence state hospital.....	60 00
Roddy, John W.....	Counsel, attorney-general.....	129 00
Rodgers, A. A.....	Appraiser, insurance department.....	20 00
Rogers, James I.....	Attorney, attorney-general.....	40 00
Rogers, L. Harding, Jr.....	Attorney, attorney-general.....	60 55
Rogers, Tim.....	Foreman, highway commission.....	22 00
Rodrigues, James A.....	Interpreter, county court, Kings county.....	25 00
Roe, C. L.....	Investigator, sheriff, Nassau county.....	18 00
Roe, Sidney C.....	Pianist, Newark custodial asylum.....	2 00
Roemer, Herman.....	Engineer, Niagara reservation commission.....	131 00
Roess, Fred.....	Clerk, treasurer, Erie county.....	21 51
Roesser, Charles J.....	Clerk, board of elections, Erie county.....	6 00
Rohan, R. F.....	Expert, Hudson River state hospital.....	125 00
Rohmer, Edward.....	Clerk, board of elections, Erie county.....	18 00
Rohr, L. M.....	Medical witness, district attorney, Queens county.....	5 00
Roig, C. A.....	Veterinarian, department of agriculture.....	581 00
Rolph, Mark L.....	Witness, department of excise.....	5 00
Rolph, Worthy A.....	Witness, department of excise.....	3 25
Romaniello, Vito.....	Interpreter, census bureau, secretary of state.....	14 10
Rombaut, Edmond P.....	Accountant, Craig Colony, Sonyea.....	10 00
Ronan, Andrew P.....	Attorney, attorney-general.....	660 00
Rooney, Joseph A.....	Stenographer, county court, Queens county.....	240 00
Rooney, Joseph A.....	Stenographer, district attorney, Queens county.....	130 00

Rooney, Rose.....	Comptometer operator, census bureau, secretary of state.....	41 13
Rooney, William.....	Attorney, conservation commission.....	30 00
Rooney, William.....	Attorney, attorney-general.....	26 95
Root, Azariah S.....	Lecturer, university of the state of New York.....	100 00
Roscoe, Frank T.....	Compiler, census bureau, secretary of state.....	324 59
Rose, S. M.....	Spawm gatherer, conservation commission.....	195 00
Rosenbaum, Nathan.....	Interpreter, census bureau, secretary of state.....	36 00
Rosenberg, Harry.....	Interpreter, industrial commission.....	86 62
Rosenberg, Louis.....	Interpreter, census bureau, secretary of state.....	36 00
Rosenblatt, M.....	Dentist, Central Islip state hospital.....	470 00
Rosenson, Harry J.....	Counsel, attorney-general.....	65 00
Rosenthal, Annabel.....	Stenographer, industrial commission.....	60 00
Rosenthal, Marcus.....	Special deputy in election cases, attorney-general.....	300 00
Rosinski, Stanley M.....	Interpreter, census bureau, secretary of state.....	24 30
Roskop, Wallace.....	Chainman, superintendent of highways, Niagara county.....	22 50
Ross, C. H.....	Patrolman, conservation commission.....	356 13
Ross, Jane H.....	Placing out agent, superintendent of the poor, Westchester county.....	75 00
Roth, Charles W.....	Interpreter, district attorney, Richmond county.....	5 00
Roth, Fred.....	Spawm gatherer, conservation commission.....	22 00
Roth, John B.....	Compiler, census bureau, secretary of state.....	201 45
Rougeot, Marie E.....	Stenographer, supreme court, Oneida county.....	56 63
Rozanski, Anthony.....	Interpreter, census bureau, secretary of state.....	10 50
Rude, Benton S.....	Expert, secretary of state.....	130 00
Rudy, Peter.....	Interpreter, superintendent of the poor, Monroe county.....	5 00
Ruehl, Edward.....	Comptometer operator, census bureau, secretary of state.....	225 81
Rukwid, Edmund J.....	Expert, probation commission.....	9 00
Ruland, Arthur J.....	Attorney, attorney-general.....	30 00
Rulison, L. B.....	Medical examiner, state hospital, Ray Brook.....	6 00
Rung, C. N.....	Clerk, treasurer, Erie county.....	13 56
Rupert, Frank E.....	Inspector of state farms, department of agriculture.....	161 00
Ruppel, Charles.....	Clerk, treasurer, Erie county.....	66 00
Ruppel, William.....	Court attendant, sheriff, Monroe county.....	33 00
Ruskin, Jacob S.....	Attorney, attorney-general.....	933 94
Russell, Alfred L.....	Expert statistician, attorney-general.....	150 00
Russell, Lawrence.....	Attorney, attorney-general.....	126 64
Russell, Nelson G.....	Medical examiner, state hospital, Ray Brook.....	27 00

EMPLOYMENTS WITHOUT EXAMINATION—Continued

NAME	Position and office	Compensation
Russell, Samuel.....	Patrolman, conservation commission.....	\$527 50
Russell, Walter.....	Interpreter, census bureau, secretary of state.....	2 40
Russell & Co.....	Photographers, district attorney, Kings county.....	6 00
Russo, John.....	Interpreter, census bureau, secretary of state.....	4 20
Ruth, Stella.....	Interpreter, district attorney, Queens county.....	70 00
Ryan, Austin.....	Clerk, treasurer, Erie county.....	18 50
Ryan, Albert E.....	Stenographer, supreme court, Essex county.....	80 00
Ryan, Edmund.....	Clerk, treasurer, Erie county.....	144 00
Ryan, Edward J.....	Clerk, treasurer, Erie county.....	42 00
Ryan, Jeremiah.....	Officer, sheriff, Nassau county.....	15 00
Ryan, Jeremiah.....	Officer, supreme court, Nassau county.....	263 00
Ryan, Jeremiah.....	Officer, surrogate, Nassau county.....	30 00
Ryan, Jeremiah.....	Officer, county court, Nassau county.....	160 00
Ryan, John.....	Clerk, board of elections, Erie county.....	39 00
Ryan, Kathryn F.....	Stenographer, probation commission.....	7 50
Ryan, M. & Son.....	Undertaker, institution for feeble-minded children, Syracuse.....	17 00
Ryan, Matthew.....	Patrolman, conservation commission.....	39 48
Ryan, M. M.....	Lecturer, farmers' institutes, department of agriculture.....	8 20
Ryan, Thomas V.....	Clerk, treasurer, Erie county.....	27 12
Sabittis, Charles.....	Patrolman, conservation commission.....	285 68
Saguine, Edward M.....	Attorney, district attorney, Richmond county.....	15 00
St. John, Robert P.....	Honorary examiner, university of the state of New York.....	50 00
Salathe, Albert J.....	Honorary examiner, university of the state of New York.....	15 00
Salerno, Joseph.....	Interpreter, census bureau, secretary of state.....	33 00
Salisbury, Josiah G.....	Stenographer, attorney-general.....	835 80
Salomon, Ulysses.....	Interpreter, census bureau, secretary of state.....	7 80
Sanborn, J. W.....	Lecturer, farmers' institutes, department of agriculture.....	50 00
Sanborn, Susan G.....	Stenographer, conservation commission.....	30 40
Sanborn, Vincent.....	Proctor, university of the state of New York.....	25 00
Sanders, Mildred.....	Nurse, Oak Mount sanatorium, Ontario county.....	29 79

Sanders, T. M.	Proctor, university of the state of New York.	15 00
Sandi, Andrew.	Interpreter, census bureau, secretary of state.	11 40
Sands, Oliver J.	Appraiser, insurance department.	75 00
Sanford, Erwin A.	Proctor, university of the state of New York.	80 00
Sanford, Hannah.	Compiler of statistics, department of agriculture.	270 00
Sanford, Mrs. W. H.	Comptometer operator, census bureau, secretary of state.	468 00
Santee, E. M.	Lecturer, farmers' institutes, department of agriculture.	555 00
Santilli, Joseph.	Interpreter, census bureau, secretary of state.	36 00
Santo, Frank.	Compiler, census bureau, secretary of state.	298 38
Santos, William F.	Interpreter, census bureau, secretary of state.	1 50
Saunders, Walker.	Patrolman, conservation commission.	240 78
Sayer, George F.	Clerk, treasurer, Erie county.	2 18
Seahall, P. J.	Clerk, treasurer, Erie county.	18 00
Scaiano, Benjamin.	Interpreter, district attorney, Richmond county.	333 30
Scala, Carmine.	Interpreter, census bureau, secretary of state.	8 70
Scarpati, Antonio.	Interpreter, census bureau, secretary of state.	45 00
Scarr, James H.	District forecaster, district attorney, Bronx county.	10 00
Schaeffer, John J.	Comptometer operator, census bureau, secretary of state.	303 33
Schavel, F. J.	Proctor, university of the state of New York.	60 52
Scheffmeyer, John.	Officer, sheriff, Nassau county.	4 00
Schegaus, Benedict J.	Interpreter, county court, Kings county.	5 00
Scheich, E. E.	Clerk, treasurer, Erie county.	56 15
Schell, Clara.	Telephone operator, board of supervisors, Oneida county.	73 17
Scherer, Henry.	Keeper, sheriff, Queens county.	164 00
Scherer, Jacob.	Keeper, sheriff, Queens county.	92 00
Schiapelli, Edward F.	Interpreter, census bureau, secretary of state.	36 00
Schiavone, Guiseppe.	Interpreter, census bureau, secretary of state.	54 00
Schifferdecker, Jacob.	Expert indexer, register, Kings county.	645 83
Schilderowicz, Adam F.	Interpreter, census bureau, secretary of state.	19 80
Schimnel, Henry S.	Attorney, attorney-general.	110 00
Schissel, Nace.	Clerk, treasurer, Erie county.	21 00
Schlager, George.	Clerk, board of elections, Erie county.	18 00
Schlesinger, Max.	Examiner in Hebrew, university of the state of New York.	80 00
Schloss, Gabriel.	Interpreter, census bureau, secretary of state.	33 00
Schmall, Henry W.	Map maker, census bureau, secretary of state.	350 00
Schmid, Pauline R.	Clerk, executive department.	34 63

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Schmidt, Fred	Special deputy, sheriff, Queens county	\$100 00
Schmidt, F. W.	Bookbinder, county clerk, Nassau county	94 00
Schmidt, F. W.	Bookbinder, treasurer, Nassau county	323 98
Schmidt, Oscar	Clerk, treasurer, Erie county	12 86
Schneider, Ernest W.	Clerk, treasurer, Erie county	39 00
Schneider, Michael	Interpreter, census bureau, secretary of state	1 50
Schofield, Blanche E.	Child welfare nurse, department of health	195 15
Schoonmaker, Samuel J.	Patrolman, conservation commission	324 54
Schopper, Christian	Comptometer operator, census bureau, secretary of state	225 81
Schorick, A. J.	Clerk, treasurer, Erie county	3 28
Schreiber, Rudolph J.	Veterinarian, department of agriculture	308 00
Schubarga, Michael J.	Interpreter, census bureau, secretary of state	4 50
Schultz, Joseph	Interpreter, census bureau, secretary of state	6 00
Schultz, William H.	Interpreter, census bureau, secretary of state	15 00
Schunacher, Albert	Interpreter, census bureau, secretary of state	68 11
Schwartz, H. S.	Clerk, treasurer, Erie county	25 86
Schwarz, Harry	Witness, department of excise	57 00
Schwarz, Joseph B.	Clerk, treasurer, Erie county	7 05
Schwarz, Marcus	Interpreter, census bureau, secretary of state	30 00
Scodary, Joseph F.	Interpreter, census bureau, secretary of state	8 85
Scott, F. L.	Attorney, conservation commission	5 00
Scott, George M.	Map maker, census bureau, secretary of state	968 28
Scott, Harry H.	Clerk, treasurer, Erie county	37 50
Scott, James H.	Guard at Tuskarora reservation, department of health	21 00
Scott, Walter	Investigator, sheriff, Nassau county	22 00
Scott, Walter C.	Investigator, district attorney, Nassau county	6 00
Scott, Walter I.	Attorney, conservation commission	50 00
Scozzafara, Thomas	Interpreter, census bureau, secretary of state	6 00
Scribner, Eugene D.	Attorney, attorney-general	30 00
Scrimshaw, Wilson	Stenographer, department of health	16 65

Scudder, Catherine.....	Stenographer, industrial commission.....	85 08
Scudder, Marvyn.....	Appraiser, banking department.....	1,500 00
Scudder, Marvyn.....	Appraiser, insurance department.....	2,109 50
Scudder, M. & L. W.....	Expert accountants, attorney-general.....	12,000 00
Sealey, D. E.....	Stenographer, comptroller.....	15 92
Seaman, A. M.....	Veterinarian, department of agriculture.....	231 00
Seaman, Charles J. J.....	Organist, Buffalo state hospital.....	387 00
Seaman, D. Frank.....	Watchman, district attorney, Nassau county.....	36 00
Seaman, E. H.....	Attorney, conservation commission.....	10 00
Seamon, Joseph.....	Interpreter, county court, Kings county.....	3 00
Sears, R. P.....	Proctor, university of the state of New York.....	25 00
Security, Safety and Trust Co.....	Appraisers, insurance department.....	15 00
Seeley, Frank R.....	Special protector, conservation commission.....	190 00
Seeley, Ray S.....	Assistant protector, conservation commission.....	24 00
Seeley, Minnie E.....	Stenographer, department of health.....	5 20
Seereiter, Ed.....	Clerk, treasurer, Erie county.....	11 30
Seglin, George B.....	Comptometer operator, census bureau, secretary of state.....	399 20
Seibert, F. A.....	Examiner, university of the state of New York.....	117 50
Seifert, W. J.....	Compiler, census bureau, secretary of state.....	235 88
Sellinger, Louis.....	Interpreter, census bureau, secretary of state.....	36 00
Sellman, John.....	Investigator, hospital commission.....	60 00
Senfit, David.....	Counsel, attorney-general.....	167 00
Shaddock, Alfred C.....	Dentist, agricultural and industrial school, Industry.....	120 00
Shallies, J. H.....	Detective, department of excise.....	8 34
Shanahan, William H.....	Medical witness, district attorney, Queens county.....	90 00
Shannon, Assad.....	Interpreter, census bureau, secretary of state.....	6 30
Shapiro, Gertrude D.....	Stenographer, census bureau, secretary of state.....	4 00
Shaver, John.....	Clerk, treasurer, Erie county.....	20 79
Shaw, C. E.....	Veterinarian, department of agriculture.....	50 00
Shaw, F. W.....	Attorney, conservation commission.....	5 00
Shaw, George K.....	Clerk, treasurer, Erie county.....	12 00
Shea, E. H.....	Proctor, university of the state of New York.....	52 50
Shea, Frances.....	Pianist, Hudson River state hospital.....	2 50
Shea, Michael.....	Detective, department of excise.....	75 00
Shea, Thomas J.....	Clerk, treasurer, Erie county.....	16 06
Sheehan, Cornelius J.....	Appraiser, insurance department.....	30 00

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Sheehan, George A.	Medical expert, district attorney, Queens county.	\$40 00
Sheldon, Frank E.	Detective, Clinton prison.	5 00
Sheldon, James C.	Counsel, attorney-general.	1,397 50
Shelley, Edgar S.	Watchman, highway commission.	90 00
Shelton, W.	Fireman, Saratoga reservation commission.	156 00
Shepard, F. G.	Veterinarian, Gowanda state hospital.	10 00
Shepard, John F.	Foreman, highway commission.	24 50
Sherman, A. Outram.	Typewriter copyist, hospital commission.	30 00
Sherman, Richard J.	Stenographer, Saratoga reservation commission.	2 50
Sherwood, Oliver L.	Clerk, county clerk, Westchester county.	540 00
Shields, Edna B.	Stenographer, comptroller.	60 00
Shoeffel, Elizabeth.	Examiner, school for the blind, Batavia.	5 00
Short, William B.	Clerk, treasurer, Erie county.	42 00
Shumway, George H.	Patrolman, conservation commission.	69 68
Shurtz, R. B.	Stenographer, Saratoga reservation commission.	5 16
Shute, Henrietta.	Stenographer, hospital commission.	60 00
Sibbald, H. G.	Lecturer, farmers' institutes, department of agriculture.	12 00
Sibley, William L.	Patrolman, conservation commission.	360 00
Siciliano, Joseph J.	Interpreter, census bureau, secretary of state.	24 00
Siciliano, Salvator C.	Interpreter, census bureau, secretary of state.	1 50
Siddall, Esther A.	Nurse, agricultural and industrial school, Industry.	42 85
Siegel, Fred.	Expert, commission for the mentally deficient.	25 00
Siegel, George.	Process server, district attorney, Queens county.	77 00
Siegel, Sophie.	Stenographer, attorney-general.	22 50
Sif, Helen P.	Stenographer, Long Island school of agriculture, Farmingdale.	42 50
Signor, Phillip.	Office assistant, Clinton prison.	218 00
Silverman, Levi L.	Map maker, census bureau, secretary of state.	620 83
Simons, C. C.	Stenographer, Bronx Parkway commission.	37 00
Simmons, Charlotte C.	Stenographer, district attorney, Kings county.	22 85
Simmons, W. W.	Clerk, Schoharie school of agriculture, Cobleskill.	155 60

Simon, John F.....	Draftsman, department of health.....	56 91
Simpson, Dennis F.....	Special agent, department of excise.....	570 00
Simpson, Jay H.....	Patrolman, conservation commission.....	420 00
Sinclair, H. A.....	Dentist, Rome custodial asylum.....	24 00
Singer Sewing Machine Co.....	Repairing machines, Rochester state hospital.....	3 90
Singer, William.....	Clerk, board of elections, Albany county.....	42 00
Sinnott, George.....	Clerk, county clerk, Westchester county.....	540 00
Sinnott, Roger B.....	Appraiser, insurance department.....	10 00
Sinon, John F.....	Draftsman, department of health.....	81 00
Sipp, Frank.....	Clerk, board of elections, Erie county.....	6 00
Sirett, E. P.....	Keeper, sheriff, Queens county.....	80 00
Sirrine, F. A.....	Lecturer, farmers' institutes, department of agriculture.....	30 00
Sisia, George J.....	Interpreter, census bureau, secretary of state.....	9 00
Sitton, Saul.....	Interpreter, county court, Queens county.....	5 00
Siyanski, William.....	Interpreter, county court, Monroe county.....	139 00
Siyanski, William.....	Interpreter, district attorney, Monroe county.....	73 00
Siyanski, William.....	Interpreter, superintendent of the poor, Monroe county.....	22 00
Siyanski, William.....	Interpreter, census bureau, secretary of state.....	5 70
Skarvan, F. J.....	Proctor, university of the state of New York.....	37 50
Skinner, Harry W.....	Compiler, census bureau, secretary of state.....	717 74
Skinner, John T.....	Special detective, department of excise.....	35 00
Slaight, John W.....	Advisory engineer, conservation commission.....	80 00
Slattery, J. J.....	Expert, state board of classification.....	5 00
Slocum, W. N.....	Watchman, engineer and surveyor.....	107 70
Smart, William F.....	Stenographer, county court, Nassau county.....	63 20
Smith, Agnes E.....	Proctor, university of the state of New York.....	10 00
Smith, A. H.....	Witness, conservation commission.....	10 00
Smith, A. L.....	Veterinarian, department of agriculture.....	42 00
Smith, Caesar.....	Medical examiner, state hospital, Ray brook.....	9 00
Smith, C. C.....	Proctor, university of the state of New York.....	10 00
Smith, Charles E.....	Appraiser, insurance department.....	10 00
Smith, Charles H.....	Patrolman, conservation commission.....	288 08
Smith, David.....	Foreman, department of agriculture.....	90 00
Smith, Douglas H.....	Medical examiner, soldiers' and sailors' home, Bath.....	30 00
Smith, Edith.....	Nurse, Edward Meany sanatorium, Tompkins county.....	5 00
Smith, Ezra G.....	Patrolman, conservation commission.....	146 32

EMPLOYMENTS WITHOUT EXAMINATION — Continued

NAME	Position and office	Compensation
Smith, Elmer W.	Honorary examiner, university of the state of New York.	\$50 00
Smith, Frank A.	Patrolman, conservation commission.	722 00
Smith, F. C.	Physician, Auburn prison.	3 75
Smith, F. Du Bois.	Veterinarian, department of agriculture.	91 00
Smith, Franklin H.	Counsel, attorney-general.	85 00
Smith, Fred N.	Patrolman, conservation commission.	281 03
Smith, F. W.	Attorney, attorney-general.	120 00
Smith, George D., Jr.	Officer, district attorney, Nassau county.	85 00
Smith, Gertrude M.	Clerk, board of elections, Monroe county.	19 95
Smith, George O., Jr.	Investigator, district attorney, Nassau county.	25 00
Smith, George S.	Investigator, district attorney, Nassau county.	137 50
Smith, George S.	Investigator, county court, Nassau county.	69 30
Smith, George S.	Officer, supreme court, Nassau county.	225 60
Smith, George S.	Investigator, sheriff, Nassau county.	5 00
Smith, Harry E.	Appraiser, insurance department.	330 00
Smith, Ira H.	Comptometer operator, census bureau, secretary of state.	456 66
Smith, Isaac S.	Officer, county court, Nassau county.	23 60
Smith, Jeffrey.	Officer, county court, Nassau county.	181 80
Smith, Jerry.	Watchman, district attorney, Nassau county.	33 00
Smith, John.	Keeper, sheriff, Queens county.	96 00
Smith, John.	Map maker, census bureau, secretary of state.	1,066 66
Smith, James B.	Foreman, department of agriculture.	54 00
Smith, J. E.	Veterinarian, Rochester state hospital.	33 00
Smith, James J.	Foreman, department of agriculture.	90 00
Smith, Louis.	Interpreter, census bureau, secretary of state.	2 70
Smith, N. C.	Proctor, university of the state of New York.	15 00
Smith, Nelson V.	Investigator, sheriff, Nassau county.	36 00
Smith, Peter P.	Attorney, attorney-general.	3,130 00
Smith, Ransford.	Guard, agricultural and industrial school, Industry.	45 16
Smith, Raynor R.	Officer, sheriff, Nassau county.	4 00

Smith, Raynor R.	Watchman, district attorney, Nassau county.	3 00
Smith, S. E.	Stenographer, Bronx Parkway Commission.	143 50
Smith, S. E.	Proctor, University of the state of New York.	12 50
Smith, Samuel J.	Stenographer, Saratoga reservation commission.	160 00
Smith, Infirmary, S. R.	Medical experts, district attorney, Richmond county.	25 00
Smith, S. W.	Proctor, University of the state of New York.	20 00
Smith, Tif.	Officer, sheriff, Nassau county.	4 00
Smith, T. C.	Clerk, board of elections, Albany county.	42 00
Smith, Tredwell D.	Investigator, sheriff, Nassau county.	30 00
Smith, Thomas H.	Photographer, commission for the mentally deficient.	10 00
Smith, Thomas M.	Honorary examiner, university of the state of New York.	15 00
Smith, Wilfred.	Investigator, sheriff, Nassau county.	12 00
Smith, W. B.	Veterinarian, Willard state hospital.	20 50
Smith, W. J.	Veterinarian, department of agriculture.	297 50
Smitheman, Clara.	Supervising nurse, department of health.	250 00
Snelgrove, Herbert C.	Inspector, superintendent of highways, Monroe county.	195 00
Snell, Forrest R.	Patrolman, Conservation commission.	243 23
Snell, Homer.	Axeman, superintendent of highways, Niagara county.	62 50
Snook, D. L.	Stenographer, conservation commission.	20 00
Snow, L. E.	Attorney, department of excise.	20 00
Snyder, Arthur.	Foreman, highway commission.	4 66
Snyder, George T.	Clerk, treasurer, Erie county.	18 00
Snyder, W. H.	Acting superintendent, Odell sanatorium, Orange county.	50 00
Solines, S.	Interpreter, department of labor.	7 00
Sope, Vincent.	Interpreter, census bureau, secretary of state.	6 00
Sorrentino, Joseph.	Interpreter, census bureau, secretary of state.	11 40
Soule, Harold W.	Stenographer, court of claims.	30 00
Sounak, George.	Investigator, district attorney, Nassau county.	35 00
Sousa, Anthony R.	Interpreter, census bureau, secretary of state.	3 00
Southard, William.	Watchman, sheriff, Nassau county.	69 00
Spack, John F.	Clerk, treasurer, Erie county.	3 00
Spadefora, Frank.	Interpreter, census bureau, secretary of state.	12 45
Spain, Edward.	Patrolman, conservation commission.	180 00
Spano, Joseph.	Interpreter, census bureau, secretary of state.	9 15
Spaulding, Jack J.	Appraiser, insurance department.	90 00
Speed, Ewing.	Appraiser, insurance department.	240 00

EMPLOYMENTS WITHOUT EXAMINATION — Continued

NAME	Position and office	Compensation
Spencer, William W.	Map maker, census bureau, secretary of state.	\$1,108 06
Sperry, Edward D. C.	Proctor, university of the state of New York.	75 00
Spinella, Peter.	Interpreter, census bureau, secretary of state.	27 00
Spira, Herman.	Map maker, census bureau, secretary of state.	672 58
Spitzer, Robert.	Comptometer operator, census bureau, secretary of state.	290 32
Stabenau, John.	Interpreter, census bureau, secretary of state.	4 50
Stadler, John N.	Foreman, conservation commission.	422 00
Stafford, Robert.	Compiler, census bureau, secretary of state.	235 88
Stalf, George.	Keeper, sheriff, Queens county.	52 00
Stamoile, George.	Interpreter, census bureau, secretary of state.	1 20
Stancati, Angelo.	Investigator, district attorney, Nassau county.	25 00
Stanhope, George.	Stenographer, department of health.	13 00
Stanley, Nellie.	Vocalist, Utica state hospital.	52 00
Stanley, Walter A.	Interpreter, district attorney, Monroe county.	3 00
Stanley, Walter K.	Interpreter, county court, Monroe county.	18 00
Stanyon, Frank.	Patrolman, conservation commission.	317 48
Stanyon, Frank J.	Assistant protector, conservation commission.	12 00
Starbuck, Jesse.	Patrolman, conservation commission.	360 00
Starbuck, Kathryn.	Expert legal annotator, constitutional convention commission.	350 00
Stark, Joseph.	Keeper, sheriff, Queens county.	84 00
Starks, Albert.	Interpreter, census bureau, secretary of state.	1 20
Starks, W. Fred.	Surveyor, comptroller, Nassau county.	65 00
Stearns, Lutie E.	Lecturer, university of the state of New York.	20 00
Stearnes, M. J.	Medical examiner, university of the state of New York.	837 61
Stebbins, A. K.	Proctor, university of the state of New York.	10 00
Stebbins, Mrs. E. T.	Proctor, university of the state of New York.	97 50
Stebbins, Homer A.	Proctor, university of the state of New York.	52 50
Stebbins, John H.	Map maker, census bureau, secretary of state.	1,088 71
Steel, James A.	Proctor, university of the state of New York.	62 50
Steele, Clara.	Nurse, Oak Mount sanatorium, Ontario county.	9 33

Stein, Michael.....	Special deputy in election cases, attorney-general.....	300 00
Steiner, Jacob.....	Chainman, superintendent of highways, Niagara county.....	10 00
Steiner, Jerome.....	Attorney, university of the state of New York.....	1,851 07
Steinman, Bernhard.....	Interpreter, county court, Bronx county.....	5 00
Stenstrom, Alma.....	Bath superintendent, Saratoga reservation commission.....	437 50
Stenstrom, Oscar R.....	Bath superintendent, Saratoga reservation commission.....	2,415 01
Stephenson, A. R.....	Veterinarian, St. Lawrence state hospital.....	54 00
Sterling, H. N.....	Court reporter, supreme court, Madison county.....	115 00
Stern, Morris.....	Interpreter, census bureau, secretary of state.....	36 00
Stern, Moses.....	Interpreter, census bureau, secretary of state.....	33 00
Stern, Nathan.....	Expert, district attorney, Kings county.....	150 00
Stern, Robert T.....	Foreman, highway commission.....	52 00
Stetter, Anthony.....	Clerk, treasurer, Erie county.....	78 77
Stevens, E. Faye.....	Stenographer, board of elections, Monroe county.....	22 00
Stevens, Frank L.....	Stenographer, attorney-general.....	8 45
Stevens, Frank L.....	Stenographer, district attorney, New York county.....	20 10
Stevens, G. G.....	Veterinarian, department of agriculture.....	231 00
Stevens, Theodsius.....	Attorney, Bronx parkway commission.....	250 00
Stevenson, D. Etta.....	Proctor, university of the state of New York.....	25 00
Stevenson, D. M.....	Proctor, university of the state of New York.....	15 00
Stevenson, Ella E.....	Stenographer, county court, Monroe county.....	19 00
Stevenson, Ella E.....	Stenographer, district attorney, Monroe county.....	19 00
Stewart, D. C.....	Witness, conservation commission.....	90 00
Stewart, George W.....	Deputy, sheriff, Monroe county.....	96 00
Stewart, M. C.....	Proctor, university of the state of New York.....	12 50
Stile, Raffale.....	Investigator, district attorney, Nassau county.....	70 00
Stilwell, George M.....	Special protector, conservation commission.....	210 00
Stockton, William P.....	Officer, sheriff, Nassau county.....	4 00
Stokes, Arthur H.....	Patrolman, conservation commission.....	281 03
Stokes, Charles D.....	Compiler, census bureau, secretary of state.....	356 86
Stokes, H. M.....	Office boy, tercentenary commission.....	8 00
Stone, M. F.....	Proctor, university of the state of New York.....	20 00
Stone, Sophie.....	Stenographer, Bronx Parkway commission.....	3 00
Stone, T.....	Clerk, treasurer, Erie county.....	4 08
Stonehouse, Roger H.....	Engrosser, board of charities.....	27 00
Stonehouse, Roger H.....	Engrosser, university of the state of New York.....	46 50

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Stover, Charles.....	Medical examiner, state hospital, Ray Brook.....	\$27 00
Stowe, Edward.....	Investigator, district attorney, Nassau county.....	55 00
Strange, Samuel.....	Musician, soldiers' and sailors' home, Bath.....	28 00
Strass, Emanuel.....	Entertainer, Utica state hospital.....	15 00
Strauss, M. J.....	Clerk, treasurer, Erie county.....	15 00
Strauss, Tom.....	Interpreter, census bureau, secretary of state.....	3 00
Strayer, George D.....	Honorary examiner, university of the state of New York.....	20 00
Strebel, Reinhard.....	Keeper, sheriff, Queens county.....	160 00
Strohm, Nelson W.....	Haematologist, institute for the study of malignant disease.....	59 92
Strong, W. V. D.....	Proctor, university of the state of New York.....	40 00
Stubbing, William.....	Comptometer operator, census bureau, secretary of state.....	136 69
Studd, Samuel.....	Interpreter, census bureau, secretary of state.....	1 50
Stuerwald, J. & Son.....	Undertaker, institution for feeble-minded children, Syracuse.....	11 50
Sturges, Edward.....	Attorney, conservation commission.....	10 00
Stutson, Joseph H.....	Clerk, treasurer, Monroe county.....	65 00
Suarez, John.....	Interpreter, census bureau, secretary of state.....	15 30
Sullivan, Arthur.....	Clerk, treasurer, Erie county.....	56 81
Sullivan, E.....	Expert witness, conservation commission.....	20 00
Sullivan, Eugene J.....	Veterinarian, department of agriculture.....	641 00
Sullivan, Frank.....	Officer, surrogate, Rensselaer county.....	6 00
Sullivan, John, Jr.....	Patrolman, conservation commission.....	323 23
Sullivan, Leo.....	Clerk, treasurer, Erie county.....	42 00
Sullivan, William H.....	Counsel, attorney-general.....	50 00
Summer, Alice.....	Entertainer, Newark custodial asylum.....	2 00
Sumner, Abraham J.....	Medical witness, district attorney, Queens county.....	15 00
Sutter, George.....	Assistant protector, conservation commission.....	12 00
Sutterby, Frank.....	Veterinarian, soldiers' and sailors' home, Bath.....	208 35
Sutterby, F. H.....	Veterinarian, department of agriculture.....	7 00
Sutterby, F. H.....	Veterinarian, Elmira reformatory.....	25 00
Sutton, Edwin L.....	Guard, agricultural and industrial school, Industry.....	16 82

Sutton, John E.....	Medical expert, house of refuge, Albion.....	60 00
Swain, Burt.....	Patrolman, conservation commission.....	346 45
Swanz, Edwin P.....	Clerk, board of elections, Erie county.....	6 00
Swarts, Charles H.....	Advisory engineer, conservation commission.....	70 00
Sweeney, James.....	Clerk, board of elections, Erie county.....	6 00
Sweeney, John.....	Clerk, treasurer, Erie county.....	30 97
Sweeney, John J.....	Clerk, board of elections, Erie county.....	6 00
Sweet, Alice I.....	Stenographer, Saratoga reservation commission.....	3 00
Sweet, Raymond.....	Patrolman, conservation commission.....	607 00
Sweetland, James.....	Piano tuner, Thomas Indian School, Iroquois.....	10 00
Sweetman, Thomas.....	Assistant inspector, trustees of public buildings.....	896 00
Swenson, Emil.....	Expert, engineer and surveyor.....	407 22
Sylvester, Fred H.....	Attorney, department of agriculture.....	62 00
Synakowski, Frank.....	Interpreter, census bureau, secretary of state.....	12 00
Szamborski, Alec.....	Interpreter, census bureau, secretary of state.....	32 70
Taaffe, Mary W.....	Proctor, university of the state of New York.....	10 00
Tabor, Charles F.....	Counsel, attorney-general.....	1,440 87
Tabor, T. H.....	Patrolman, conservation commission.....	290 48
Tarrant, George W.....	Interpreter, census bureau, secretary of state.....	69 00
Tator, Charles S.....	Lecturer, Sing Sing prison.....	25 00
Tator, Charles S.....	Lecturer, farmers' institutes, department of agriculture.....	100 00
Taw, John.....	Keeper, sheriff, Queens county.....	96 00
Taylor, Elwood.....	Chainman, superintendent of highways, Niagara county.....	7 50
Taylor, Howard.....	Special counsel, Bronx parkway commission.....	1,500 00
Taylor, H. Carlisle.....	Proctor, university of the state of New York.....	20 00
Taylor, J. H.....	Veterinarian, department of agriculture.....	63 00
Taylor, R. J.....	Appraiser, insurance department.....	15 00
Teal, H. A.....	Special protector, conservation commission.....	60 00
Tebeau, Albert.....	Patrolman, conservation commission.....	375 48
Tedesio, Pasquale.....	Interpreter, census bureau, secretary of state.....	10 50
Tegg, A. George.....	Veterinarian, agricultural and industrial school, Industry.....	29 50
Tegg, A. George.....	Veterinarian, Rochester state hospital.....	46 75
Teller and Hunt.....	Counsel, attorney-general.....	25 00
Tennis, Louis A.....	Moving picture operator, Utica state hospital.....	105 00
Teresi, Charles.....	Interpreter, census bureau, secretary of state.....	3 00
Terry, Georgina.....	Stenographer, Mohansic state hospital.....	62 62

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Terry, George S.	Special solicitor, department of foods and markets.	\$40 00
Terwilliger, Earl.	Examiner in drawing, university of the state of New York.	52 60
Thatcher, John Boyd.	Title examiner, attorney-general.	240 00
Thierer, Max.	Interpreter, census bureau, secretary of state.	30 00
Thir, Mary.	Interpreter, census bureau, secretary of state.	5 40
Thomas, Alfred H.	Medical expert, district attorney, Richmond county.	10 00
Thomas, George C.	Counsel, insurance department.	440 00
Thomas, Ida E.	Expert, institute for the study of malignant disease.	17 50
Thomas, J. A., Jr.	Proctor, university of the state of New York.	15 00
Thompson, Eleanor B.	Typewriter copyist, industrial commission.	58 06
Thompson, F. V.	Stenographer, conservation commission.	11 00
Thompson, Harry.	Patrolman, conservation commission.	290 48
Thompson, John S.	Officer, county court, Nassau county.	130 60
Thompson, John S.	Investigator, district attorney, Nassau county.	65 00
Thompson, L. O.	Proctor, university of the state of New York.	7 50
Thompson, W. G.	Honorary examiner, university of the state of New York.	25 00
Thoms, J. C.	Interpreter, county court, Kings county.	25 00
Thomsen, Julius.	Leader of orchestra, training school for girls, Hudson.	10 00
Thomson, Edward.	Expert witness, conservation commission.	12 00
Thorn, Leonard.	Investigator, district attorney, Nassau county.	60 00
Thurber, C. P.	Witness, department of excise.	6 00
Thurston, Fred C.	Foreman, highway commission.	206 00
Tiernan, C. B.	Physician, Great Meadow prison.	28 75
Tierney, John D.	Medical witness, district attorney, Queens county.	5 00
Tiffany, A. M.	Foreman, highway commission.	148 00
Tiffany, Eva L.	Janitress, Oak Mount sanatorium, Ontario county.	30 00
Tighe, Charles.	Janitor, Brockport normal school.	100 26
Tillson, Margaret B.	Clerk, board of elections, Monroe county.	35 91
Tisdale, Frank S.	Proctor, university of the state of New York.	25 00
Title Guarantee and Trust Co.	Title searchers, district attorney, Kings county.	712 90

Tito, Louis.....	Interpreter, census bureau, secretary of state.....	8 10
Toan, Lewis A.....	Lecturer, farmers' institutes, department of agriculture.....	10 00
Tobolski, Anthony E.....	Detective, department of excise.....	5 00
Tomberg, Morris.....	Map maker, census bureau, secretary of state.....	338 71
Tomlinson, Thomas.....	Compiler, census bureau, secretary of state.....	620 96
Toomer, George.....	Investigator, district attorney, Nassau county.....	160 00
Torrans, J. E.....	Stenographer, district attorney, New York county.....	12 70
Tortora, Salvatore.....	Interpreter, census bureau, secretary of state.....	3 30
Towey, James.....	Policeman, police department, Bedford.....	20 00
Towne, Richard.....	Patrolman, conservation commission.....	290 48
Towne & Spellman.....	Counsel, attorney-general.....	1,900 00
Towner, Albert N.....	Veterinarian, department of agriculture.....	175 00
Towner, John.....	Addressograph operator, census bureau, secretary of state.....	758 33
Towner, James E.....	Expert witness, training school for boys, Yorktown Heights.....	200 00
Townsend, C. J.....	Stenographer, conservation commission.....	6 10
Townsend, L. M.....	Proctor, university of the state of New York.....	45 00
Townsend, Misner R.....	Medical examiner, workmen's compensation commission.....	20 00
Tracy, Edwin S.....	Honorary examiner, university of the state of New York.....	25 00
Tramantano, Bernard.....	Policeman, police department, Saratoga Springs.....	3 00
Trask, Robert P.....	Lecturer, farmers' institutes, department of agriculture.....	170 00
Traut, Fred.....	Keeper, sheriff, Queens county.....	92 00
Travis, Wilbur C.....	Bacteriologist, health officer, port of New York.....	900 00
Tremain, William F.....	Dentist, Rome custodial asylum.....	120 00
Trick, R. Leon.....	Entertainer, school for the blind, Batavia.....	25 00
Trippy, Joseph C.....	Interpreter, census bureau, secretary of state.....	10 50
Trivorico, Michael.....	Interpreter, census bureau, secretary of state.....	22 50
Troiano, Panfilo.....	Interpreter, census bureau, secretary of state.....	3 00
Trois, Frank.....	Interpreter, census bureau, secretary of state.....	19 50
Trotta, Domino.....	Interpreter, census bureau, secretary of state.....	1 50
Troup, Philip.....	Appraiser, insurance department.....	160 00
Trudo, Elizabeth M.....	Stenographer, Plattsburg centenary commission.....	80 00
Tubachnik, Rebecca.....	Stenographer, secretary of state.....	4 00
Tucci, Anthony O.....	Witness, department of excise.....	25 00
Tucker, Louis T.....	Interpreter, census bureau, secretary of state.....	2 10
Turner, A. E.....	Map maker, census bureau, secretary of state.....	500 00
Turner, Florence M.....	Stenographer, conservation commission.....	4 00

EMPLOYMENTS WITHOUT EXAMINATION — Continued

NAME	Position and office	Compensation
Turner, George M.	Honorary examiner, university of the state of New York.	\$15 00
Turner, Thomas J.	Assistant to claim agent, department of public works.	20 00
Turner, William.	Guard at Tuskarora reservation, department of health.	33 00
Turver, Charles.	Guard at Tuskarora reservation, department of health.	24 00
Tuthill, Fred D.	Appraiser of condemned animals, department of agriculture.	130 00
Tutthill, Grace L.	Proctor, university of the state of New York.	35 00
Tuttle, Robert S.	Patrolman, conservation commission.	660 00
Ullman, J.	Medical examiner, state hospital, Ray Brook.	12 00
Umpleby, F.	Addressing envelopes, prison commission.	12 50
Upton, D.	Proctor, university of the state of New York.	25 00
Valicenti, Nicholas.	Interpreter, census bureau, secretary of state.	42 00
Van Allen, A. D.	Reetograph operator, census bureau, secretary of state.	685 49
Van Avery, Emmet.	Patrolman, conservation commission.	422 00
Van Buren, A. D.	Attorney, department of excise.	276 00
Van Cott, Marshall B.	Compiler, census bureau, secretary of state.	575 81
Vanderear, John D.	Proctor, university of the state of New York.	127 50
Van Deren, D. W.	Solicitor, terecentenary commission.	18 00
Vandervoort, Charles.	Clerk, county clerk, Westchester county.	540 00
Vandervoort, John.	Patrolman, conservation commission.	285 68
Van Deusen, Charles.	Addressograph operator, census bureau, secretary of state.	377 50
Vandewater, Mrs. W.	Detective, conservation commission.	36 00
Van Ditto, Cresenzo.	Interpreter, census bureau, secretary of state.	1 20
Van Hoesen, Zada.	Comptometer operator, census bureau, secretary of state.	137 90
Van Houten, A. J.	Proctor, university of the state of New York.	60 00
Van Luven, Harry.	Guard at Tuskarora reservation, department of health.	12 00
Van Nostrand, John A.	Investigator, district attorney, Nassau county.	6 00
Van Nostrand, J. A.	Investigator, sheriff, Nassau county.	15 00
Van Nouhuys, Maud K.	Proofreader, supreme court reporter.	97 50
Vannuccini, Louis J.	Interpreter, district attorney, Monroe county.	260 00
Vannuccini, Louis J.	Interpreter, coroner, Monroe county.	21 00

Vannuccini, Louis J.	Interpreter, supreme court, Monroe county.	54 00
Vannuccini, Louis J.	Interpreter, county court, Monroe county.	236 00
Van Oppen, Charles.	Appraiser, insurance department.	530 00
Van Orman, R.	Veterinarian, department of agriculture.	521 50
Van Schaack, H. C.	Appraiser, insurance department.	30 00
Van Thompson, F.	Stenographer, conservation commission.	344 60
Van Wagenen, J., Jr.	Lecturer, farmers' institutes, department of agriculture.	176 00
Van Wagenen, Helen.	Stenographer, Saratoga reservation commission.	3 50
Van Wagner, Martin.	Policeman, police department, Saratoga Springs.	3 00
Van Wert, Reginald.	Physician, district attorney, Richmond county.	10 00
Vaughn, Agnes.	Proctor, university of the state of New York.	7 50
Vaughn, E. M.	Medical expert, district attorney, Kings county.	75 00
Vellucci, R.	Policeman, police department, White Plains.	3 50
Venturo, Tony.	Interpreter, county court, Kings county.	2 40
Verbridge, E. P.	Pianist, Newark custodial asylum.	2 50
Vick, Minnie E.	Clerk, board of elections, Monroe county.	65 17
Victor, A. W.	Medical witness, district attorney, Queens county.	5 00
Vidal, Anthony J.	Interpreter, supreme court, second district.	5 00
Vigneri, Julius.	Interpreter, census bureau, secretary of state.	6 00
Vilias, Cosmos.	Interpreter, census bureau, secretary of state.	45 00
Vincent, G. E.	Interpreter, census bureau, secretary of state.	200 00
Vincent, G. L.	Honorary examiner, university of the state of New York.	140 00
Viola, Anna M. C.	Expert witness, conservation commission.	7 20
Viscosi, Archie.	Interpreter, census bureau, secretary of state.	3 00
Vishnia, John G.	Interpreter, census bureau, secretary of state.	2 40
Voelzer, Fred E.	Pianist, Newark custodial asylum.	2 50
Volgenau, E. L.	Lecturer, farmers' institutes, department of agriculture.	31 00
Voltz, Albert L.	Medical expert, district attorney, Queens county.	20 00
Von Bacha, Walter.	Interpreter, county court, Monroe county.	12 00
Van der Lancken, F.	Honorary examiner, university of the state of New York.	20 00
Vooris, Jesse A.	Investigator, district attorney, Nassau county.	35 00
Vorhis, E. F.	Veterinarian, department of agriculture.	98 00
Vossler, Arthur B.	Proctor, university of the state of New York.	20 00
Vroman, Guy.	Civil engineer, Bronx parkway commission.	125 00
Wackenhut, Fred.	Keeper, sheriff, Queens county.	92 00
Wage, Arnold E.	Oculist, house of refuge, Albion.	20 00

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Wage, Arnold E.....	Oculist, training school for girls, Hudson.....	\$1 50
Wagner, Randolph J.....	Entertainer, Elmira reformatory.....	25 00
Waite, C. E.....	Accountant, attorney-general.....	4,640 00
Wakeman, Estelle.....	Stenographer, highway commission.....	28 80
Waldo, Antonio.....	Interpreter, census bureau, secretary of state.....	18 00
Waldschmidt, George.....	Bath attendant, Saratoga reservation commission.....	144 31
Walker, F. C.....	Dental examiner, university of the state of New York.....	618 50
Walker, J. E.....	Veterinarian, department of agriculture.....	73 50
Walker, J. E.....	Medical examiner, state hospital, Ray Brook.....	6 00
Walker, James W.....	Veterinarian, department of agriculture.....	310 50
Wallace, James.....	Keeper, sheriff, Queens county.....	8 00
Wallace, James J.....	Stenographer, comptroller.....	22 50
Wallace, James M. H.....	Attorney, attorney-general.....	325 00
Wallace, Patrick.....	Patrolman, conservation commission.....	338 71
Walls, Anna S.....	Stenographer, Long Island school of agriculture, Farmingdale.....	48 39
Walrath, Harold E.....	Moving picture operator, department of agriculture.....	75 00
Walsh, F. M.....	Stenographer, department of efficiency and economy.....	10 00
Walters, Hetty S.....	Attendant, Iola sanatorium, Monroe county.....	1 67
Walz, Matthew.....	Clerk, treasurer, Erie county.....	42 00
Wannemacher, E. L.....	Clerk, treasurer, Erie county.....	8 48
Ward, Margaret.....	Addressograph operator, census bureau, secretary of state.....	696 66
Ward, Robert E.....	Medical expert, district attorney, Queens county.....	15 00
Ward, Theodore.....	Officer, county court, Nassau county.....	150 80
Ward, Theodore.....	Officer, supreme court, Nassau county.....	288 40
Ward, Walter.....	Rectograph operator, census bureau, secretary of state.....	379 16
Warford, C. O.....	Lecturer, farmers' institutes, department of agriculture.....	5 00
Waring, Raymond.....	Dipper boy, Saratoga reservation commission.....	46 55
Warner, Arthur T.....	Special investigator, comptroller.....	3,800 00
Warner, Rixon T.....	Interpreter, census bureau, secretary of state.....	10 00
Warner and Woodin.....	Investigator, comptroller.....	20 00

Washok, John.....	Interpreter, county court, Kings county.....	6 00
Waterbury, G. R.....	Stenographer, training school for boys, Yorktown Heights.....	215 00
Waterbury, Roscoe C.....	Medical examiner, farm for women, Valatie.....	10 00
Waterman, Alfred.....	Patrolman, conservation commission.....	215 06
Waters, George C.....	Patrolman, conservation commission.....	46 45
Watkins, George S.....	Patrolman, conservation commission.....	288 08
Watkins, John E.....	Rectograph operator, census bureau, secretary of state.....	201 61
Watkins, L. H.....	Attorney, conservation commission.....	10 00
Watson, Emile U.....	Expert actuarial clerk, workmen's compensation commission.....	1,250 00
Watson, Fred A.....	Patrolman, conservation commission.....	240 06
Watt, James.....	Physician, district attorney, Kings county.....	25 00
Watts, Ray.....	Clerk, treasurer, Erie county.....	18 00
Watts, R. L.....	Lecturer, farmers' institutes, department of agriculture.....	35 00
Waugh, Florence A.....	Stenographer, school of agriculture and domestic science, Delhi.....	7 35
Weaver, Edgar J.....	Patrolman, conservation commission.....	346 45
Weaver, William E.....	Honorary examiner, university of the state of New York.....	25 00
Webb, Jennie A.....	Stenographer, industrial commission.....	60 00
Webber, C. R.....	Veterinarian, department of agriculture.....	14 00
Weber, George F.....	Physician, Auburn prison.....	2 50
Weber, L. R.....	Veterinarian, department of agriculture.....	14 00
Weber, Morris L.....	Interpreter, county court, Bronx county.....	470 00
Weber, Morris L.....	Interpreter, district attorney, Bronx county.....	180 00
Webber, O. B.....	Veterinarian, department of agriculture.....	28 00
Webster, L. A.....	Lecturer, farmers' institutes, department of agriculture.....	15 00
Weeks, W. C.....	Proctor, university of the state of New York.....	10 00
Weil, Arthur.....	Counsel, attorney-general.....	305 00
Weimer, Gustave.....	Clerk, treasurer, Erie county.....	9 57
Weiner, Sylvia.....	Stenographer, census bureau, secretary of state.....	4 50
Weingarden, M. Frances.....	Addressograph operator, census bureau, secretary of state.....	175 40
Weinheimer, L. H.....	Medical examiner, workmen's compensation commission.....	156 00
Weinstock, Sallie R.....	Stenographer, supreme court, appellate division, first department.....	445 03
Weisbeck, John.....	Clerk, treasurer, Erie county.....	11 48
Weiss, Herman.....	Special deputy in election cases, attorney-general.....	300 00
Weiss, L. D.....	Specialist, hospital for crippled and deformed children, West Haverstraw.....	25 00
Weissager, William H.....	Interpreter, court of general sessions, New York county.....	5 00
Weisman, Isaac.....	Witness, district attorney, Bronx county.....	25 00
Welch, Hugh.....	Clerk, treasurer, Erie county.....	18 00

EMPLOYMENTS WITHOUT EXAMINATION — *Continued*

NAME	Position and office	Compensation
Welker, A. J.	Foreman, highway commission.	\$4 00
Weller, Hobart C.	Investigator, district attorney, Nassau county.	20 00
Weller, Hobart C.	Investigator, district attorney, Richmond county.	15 00
Wells, Edith F.	Pianist, Newark custodial asylum.	22 20
Wells, Edith M.	Stenographer, Saratoga reservation commission.	21 68
Wells, Mrs. Howard F.	Pianist, Newark eustodial asylum.	3 00
Welsh, J. P.	Expert, department of agriculture.	155 00
Welsh, Morgan E.	Attorney, attorney-general.	30 00
Wende, H. S.	Veterinarian, department of agriculture.	1,239 00
Wenzel, Marie.	Comptometer operator, census bureau, secretary of state.	556 45
Wermuth, John J.	Veterinarian, Matteawan state hospital.	60 00
West, J. B.	Dental examiner, university of the state of New York.	325 00
Westervelt, R. B.	Typewriter copyist, department of foods and markets.	51 00
Wex, L.	Clerk, treasurer, Erie county.	18 00
Weyand, C. F.	Clerk, board of elections, Erie county.	18 00
Weyand, E. L.	Clerk, treasurer, Erie county.	15 00
Weyant, Isaac C.	Addressograph operator, census bureau, secretary of state.	283 33
Weyl, J.	Stenographer, census bureau, secretary of state.	5 00
Whalen, John.	Clerk, treasurer, Erie county.	72 00
Whalen, John F.	Clerk, surrogate, Erie county.	30 00
Wheaton, Florence L.	Musician, Hudson River state hospital.	5 00
Wheeler, Frank B.	Oeulist, training school for girls, Hudson.	770 50
Wheeler, G. W.	Veterinarian, department of agriculture.	42 00
Wheeler Laboratories.	Chemists, fiscal supervisor.	54 00
Wheeler, William O.	Entertainer, Hudson River state hospital.	17 50
Whipple, E. G.	Medical examiner, state hospital, Ray Brook.	36 00
Whistler, E.	Violinist, Long Island state hospital.	10 00
White, Charles E.	Honorary examiner, university of the state of New York.	100 00
White, Carleton H.	Appraiser, insurance department.	225 00
White, C. R.	Lecturer, farmers' institutes, department of agriculture.	484 50
White, C. R.	Expert organizer and instructor, department of foods and markets.	770 00

White, D. A.	Attorney, conservation commission.	10 00
White, Junius	Veterinarian, department of agriculture.	122 50
White, James A.	Appraiser, insurance department.	10 00
White, M. C.	Proctor, university of the state of New York.	7 50
White, W. A.	Dental examiner, university of the state of New York.	480 00
Whitman, Eugene	Pianist, Newark custodial asylum.	2 50
Whitney, Elizabeth M.	Stenographer, attorney-general.	392 00
Wilber, C. A.	Attorney, department of excise.	170 00
Wild, Benedict	Interpreter, census bureau, secretary of state.	30 00
Wilder, Jesse H.	Patrolman, conservation commission.	300 00
Wilder, J. L.	Veterinarian, department of agriculture.	399 00
Willey, William H.	Map maker, census bureau, secretary of state.	388 71
Wiles, Howard Halley	Proctor, university of the state of New York.	5 00
Wilkie, William	Surveyor, training school for girls, Hudson.	20 00
Wilkins, Percival	Foreman, highway commission.	17 50
Wilkinson, Rose A.	Examiner, university of the state of New York.	38 79
Willard, E. S.	Medical examiner, state hospital, Ray Brook.	12 00
Williams, Charles A.	Patrolman, conservation commission.	240 00
Williams, C. H.	Leader of orchestra, Utica state hospital.	290 00
Williams, Elaazer	Janitor at quarantine station, department of health.	20 00
Williams, F. H.	Dentist, reformatory for women, Bedford.	161 05
Williams, F. R.	Foreman, highway commission.	32 00
Williams, George F.	Expert, commissioner of records, New York county.	150 00
Williams, Michael	Interpreter, county court, Nassau county.	225 00
Williams, Michael	Interpreter, district attorney, Nassau county.	328 95
Williams, Michael	Interpreter, supreme court, Nassau county.	25 00
Williams, Rebecca	Nurse, Glenridge sanatorium, Schenectady county.	50 00
Williams, R. H.	Medical examiner, university of the state of New York.	847 50
Williams, S. C.	Proctor, university of the state of New York.	2 50
Williams, S. F.	Dentist, Newark custodial asylum.	173 50
Williamson, Charles C.	Lecturer, university of the state of New York.	20 00
Williamson, Lefferts	Investigator, district attorney, Nassau county.	10 00
Willmarth, Laura N.	Proctor, university of the state of New York.	120 00
Wills, J. G.	Veterinarian, department of agriculture.	8 63
Wilson, A.	Bloodhound trainer, Great Meadow prison.	352 00
Wilson, E. K.	Engineer, Auburn prison.	300 00
Wilson, Marjorie	Comptometer operator, census bureau, secretary of state.	172 98

EMPLOYMENTS WITHOUT EXAMINATION — *Concluded*

NAME	Position and office	Compensation
Wilson, Thomas.....	Medical examiner, state hospital, Ray Brook.....	\$3 00
Wilson Machine Co.....	Expert, state hospital, Ray Brook.....	112 60
Windolph, August P.....	Member of auditing committee, trustees of public buildings.....	1,850 00
Wing, Fred M.....	Addressograph operator, census bureau, secretary of state.....	350 00
Wing, Joseph.....	Lecturer, farmers' institutes, department of agriculture.....	50 00
Winslow, Albert G.....	Patrolman, conservation commission.....	219 16
Winslow, F. E.....	Veterinarian, Middletown state hospital.....	3 50
Wirtner, William R.....	Comptometer operator, census bureau, secretary of state.....	379 16
Wirtz, Vincent.....	Interpreter, district attorney, Monroe county.....	3 00
Wisch, Arnold J.....	Stenographer, district attorney, Queens county.....	6 70
Wise, William & Son.....	Appraiser, district attorney, Kings county.....	20 00
Wisniewski, Charles.....	Interpreter, industrial commission.....	6 75
Wisnieuski, Frank.....	Clerk, treasurer, Erie county.....	36 00
Witter, D. P.....	Lecturer, farmers' institutes, department of agriculture.....	168 00
Wittstein, Herman J.....	Counsel, attorney-general.....	20 00
Wnorowski, John.....	Interpreter, census bureau, secretary of state.....	8 10
Woftowski, Joseph S.....	Clerk, treasurer, Erie county.....	23 33
Wolf, Alexander.....	Chief enumeration supervisor, census bureau, secretary of state.....	2,500 00
Wolf, E. H.....	Stenographer, department of public works.....	60 14
Wolff, William D.....	Medical witness, workmen's compensation commission.....	160 00
Woo, Grace.....	Interpreter, district attorney, Queens county.....	25 00
Wood, Jerome.....	Patrolman, conservation commission.....	46 45
Wood, John.....	Witness, conservation commission.....	6 00
Wood, Sterling A.....	Appraiser, insurance department.....	55 00
Woods, James M.....	Appraiser, insurance department.....	120 00
Woods, May M.....	Stenographer, university of the state of New York.....	2 25
Worrall, George.....	Counsel, attorney-general.....	74 50
Worthen, John.....	Guard, Newark custodial asylum.....	5 86
Worthen, John H.....	Guard, agricultural and industrial school, Industry.....	18 52
Wrana, Joseph.....	Medical witness, district attorney, Queens county.....	5 00
Wright, A. M.....	Dental examiner, university of the state of New York.....	190 00

Wright, Ethel A.....	Examiner, university of the state of New York.....	29 19
Wurker, Lizette.....	Proofreader, comptroller.....	45 00
Wurtz, Clara.....	Anesthetizer, institute for the study of malignant disease.....	20 00
Wuter, D. P.....	Lecturer, farmers' institutes, department of agriculture.....	96 00
Wylie, Charlotte J.....	Stenographer, industrial commission.....	35 81
Wynkoop, H. J.....	Medical examiner, soldiers' and sailors' home, Bath.....	20 00
Wysocki, Walter.....	Interpreter, census bureau, secretary of state.....	35 40
Yannantuono, Pasquale.....	Interpreter, census bureau, secretary of state.....	21 00
Yapcak, J. P.....	Interpreter, county court, Kings county.....	12 00
Yell, Louis.....	Patrolman, conservation commission.....	311 23
Yeoman, Sarah E.....	Stenographer, Bronx Parkway commission.....	35 00
Yetter, Harry A.....	Attorney, department of excise.....	60 00
Yorkey, W. T.....	Rectograph operator, census bureau, secretary of state.....	980 00
Youker, S. May.....	Stenographer, conservation commission.....	5 00
Young, Arthur.....	Witness, conservation commission.....	70 00
Young, Edward J.....	Process server, district attorney, Queens county.....	227 50
Young, George W.....	Proctor, university of the state of New York.....	2 50
Youngs, J. H.....	Veterinarian, department of agriculture.....	56 00
Yust, William F.....	Lecturer, university of the state of New York.....	20 00
Zaccardo, Frank.....	Interpreter, census bureau, secretary of state.....	3 30
Zachert, Adeline B.....	Lecturer, university of the state of New York.....	80 00
Zakrewski, Joseph.....	Interpreter, census bureau, secretary of state.....	1 50
Zampini, Dominico.....	Interpreter, census bureau, secretary of state.....	26 40
Zarobinski, Frank.....	Interpreter, district attorney, Queens county.....	105 00
Zawadski, Charles E.....	Interpreter, district attorney, Monroe county.....	3 00
Zeitler, Fred.....	Clerk, treasurer, Monroe county.....	67 50
Zenger, Edward.....	Clerk, board of elections, Erie county.....	6 00
Zenger, Edward.....	Clerk, treasurer, Erie county.....	201 95
Zenzer, George.....	Keeper, sheriff, Queens county.....	80 00
Zeugschmidt, M.....	Clerk, treasurer, Erie county.....	21 48
Ziatz, Charles.....	Interpreter, census bureau, secretary of state.....	1 00
Zierner, Louis.....	Clerk, board of elections, Erie county.....	75 00
Zimmerly, Frank.....	Compiler, census bureau, secretary of state.....	235 88
Zinsser, Hans.....	Medical examiner, university of the state of New York.....	653 62
Zuckerman, Martin.....	Interpreter, census bureau, secretary of state.....	36 00
Zuk, Frank.....	Interpreter, census bureau, secretary of state.....	4 20

EMPLOYMENTS UNDER RULE VIII, SUBDIVISION 10

The following named persons have been appointed after non-competitive examination to positions in the competitive class, open competitive examinations for said positions having failed to produce appropriate eligible lists.

NAME	Address	Position and office	Date	Salary
Beach, Frank A.	Rochester	Assistant steam engineer, Iola sanatorium, Monroe county.	1915 February 21	\$720 00
Beal, Marian	Buffalo	Superintendent of nurses, institution for study of malignant disease.	July 25	1,100 00
Burnes, Marjorie E.	Lockport	Stenographer, superintendent of poor, Niagara county.	April 12	\$6 per week
Clancey, M. Helena	Bedford Hills	Nurse, reformatory for women, Bedford Hills.	October 8	\$480 00
Clinch, Jane J.	Cranesville	Stenographer, Montgomery county tuberculosis hospital.	April 10	240 00
Cotter, Ethel M.	Bedford Hills	Teacher, reformatory for women, Bedford Hills.	January 4	480 00
Dunham, Charles A.	Rochester	Assistant steam engineer, Iola sanatorium, Monroe county.	April 15	720 00
Edwards, Arthur L.	Brooklyn	Nurse, soldiers and sailors' home, Bath.	May 1	420 00
Elton, Francis M.	Lockport	Special attendant-stenographer, Kings Park state hospital.	August 2	420 00
Green, Fred B.	Gates	Engineer, Iola sanatorium, Monroe county.	October 11	720 00
Hamilton, Beatrice D.	Syracuse	Music teacher, institution for feeble-minded children, Syracuse.	May 1	420 00
Harnickell, Victor W.	Bath	Nurse, soldiers' and sailors' home, Bath.	April 15	420 00
King, Oscar W.	Willard	Superintendent, Edward Meany sanatorium, Tompkins county.	February 10	1,200 00
McCormick, F. J.	Ithaca	Superintendent, Edward Meany sanatorium, Tompkins county.	June 1	720 00
McDonald, Hugh B.	Penn Yan	Nurse, soldiers and sailors' home, Bath.	December 20	480 00
Mahl, William	Rome	Farm superintendent, almshouse, Oneida county.	April 1	420 00
Maloney, Carolyn L.	Rome	Instructor in sewing, Rome custodial asylum.	November 1	360 00
Morrow, Anna	Lockport	Teacher of music, institution for feeble-minded children, Syracuse.	September 1	420 00
Murray, Clara M.	Syracuse	Physical instructor, institution for feeble-minded children, Syracuse.	September 1	420 00

Quackenbush, Walter K....	Trumansburg.....	Superintendent	Edward Meany sanatorium, Tompkins county.....	July	1	720 00
Reimbach, Ernest.....	Rochester.....	Assistant steam engineer, Iola sanatorium, Monroe county..	Assistant steam engineer, Iola sanatorium, Monroe county..	December	20	720 00
Stubbs, George T.....	Rochester.....	Assistant steam engineer, Iola sanatorium, Monroe county..	Nurse, house of refuge for women, Albion.....	January	14	720 00
Sullivan, Hanna A.....	Albion.....	Nurse, house of refuge for women, Albion.....	Watchman, women's relief corps home, Oxford.....	February	16	480 00
Tucker, C. D.....	Oxford.....	Nurse, soldiers' and sailors' home, Bath.....	Night nurse, women's relief corps home, Oxford.....	April	1	420 00
Ward, John W.....	New York city.....	Nurse, soldiers' and sailors' home, Bath.....		December	27	420 00
Washburn, Mary.....	Oxford.....	Night nurse, women's relief corps home, Oxford.....		November	16	480 00

TRANSFERS

NAME	Position and office	Date of transfer
Alpert, Hyman.....	Stenographer, register to district attorney, New York county.....	Feb. 1, 1915
Asip, Frank J.....	Typewriter copyist, commissioner of records to county clerk, Kings county.....	Dec. 1, 1915
Bassett, Louise.....	Stenographer, efficiency and economy to comptroller.....	Jan. 9, 1915
Benjamin, S. J.....	Guard, Great Meadow prison to Auburn prison.....	Mar. 6, 1915
Bonnaud, Louis E.....	Superintendent of construction, department of architecture to resident engineering inspector, Letchworth Village, Thiells.....	Feb. 1, 1915
Bowers, Robert M.....	Clerk, university of the state of New York to comptroller.....	Jan. 16, 1915
Brattig, Millicent F.....	Stenographer, training school for girls, Hudson to insurance department.....	Jan. 6, 1915
Breslin, James.....	Movable dam tender, engineer and surveyor to department of public works.....	Mar. 25, 1915
Bretzer, Frank W.....	Keeper, penitentiary, to superintendent of highways, Onondaga county.....	Jan. 29, 1915
Brooks, Frances E.....	Stenographer, Kings Park state hospital to workmen's compensation commission.....	Jan. 25, 1915
Buswell, Florence E.....	Stenographer, board of examiners of feeble minded to supreme court reporter.....	Oct. 1, 1915
Callahan, Harry J.....	Clerk, commissioner of jurors, New York county to attendant, supreme court, 1st district.....	Jan. 16, 1915
Carroll, John C.....	Accountant, Willard state hospital to Long Island state hospital.....	Feb. 3, 1915
Case, Louis C.....	Rodman, highway commission to engineer and surveyor.....	Dec. 13, 1915
Casey, Thomas B.....	Keeper, penitentiary to officer, district attorney, Albany county.....	Nov. 8, 1915
Chase, William L.....	Examiner, civil service commission to inspector, board of charities.....	Oct. 16, 1915
Cleary, John E.....	Page, university of the state of New York to comptroller.....	Dec. 1, 1915
Cohen, Maurice.....	Interpreter, sheriff to supreme and county court, Nassau county.....	Jan. 1, 1915
Cole, William E.....	Stenographer, department of architecture to department of public works.....	Feb. 22, 1915
Connell, Jean C.....	Clerk, university of the state of New York to insurance department.....	Jan. 1, 1915
Cotter, John R.....	Stenographer, engineer and surveyor to Manhattan state hospital.....	Mar. 15, 1915
Cox, George E.....	Keeper, penitentiary to superintendent of highways, Onondaga county.....	Dec. 14, 1915
Crawford, Ethel M.....	Teacher, institution for feeble-minded children, Syracuse to custodial asylum, Rome.....	Jan. 1, 1915
Cummings, George P.....	Chainman, highway commission to junior assistant, public service commission, first district.....	Oct. 11, 1915
Daly, John J.....	Stenographer, fire marshal to department of labor.....	Feb. 1, 1915
Davis, William J.....	Bookkeeper, efficiency and economy to department of excise.....	Mar. 1, 1915
Dawson, Wesley M.....	Examiner of accounts, efficiency and economy to examiner of municipal accounts, comptroller.....	Jan. 27, 1915
Dowd, Edward J.....	Assistant steam engineer, Central Islip state hospital to Binghamton state hospital.....	May 1, 1915

Dunn, Daniel J.....	Chainman conservation commission to junior assistant, public service commission, first district.	Sept. 20, 1915
Dwyer, John F.....	Keeper, penitentiary to superintendent of highways, Onondaga county.....	Dec. 1, 1915
Dwyer, Joseph F.....	Messenger, public service commission, second district to tax commission.....	Dec. 1, 1915
Farwell, Frederick M.....	Expert accountant, efficiency and economy to examiner, comptroller.....	Jan. 27, 1915
Finnan, Julia W.....	Stenographer, efficiency and economy to department of labor.....	Jan. 30, 1915
Fitzgerald, Richard D.....	Keeper, penitentiary to superintendent of highways, Onondaga county.....	July 7, 1915
Fitzpatrick, Walter J.....	Engineering statistician, conservation commission to examiner of electric and street railways, public service commission, second district.....	Dec. 6, 1915
Fleming, Francis J.....	Process server, district attorney to messenger as process server, commissioner of jurors, New York county.....	April 1, 1915
Flynn, John J.....	Stenographer, efficiency and economy to workmen's compensation commission.....	Jan. 4, 1915
Fowler, Charles H.....	Rodman, engineer and surveyor to junior assistant, public service commission, first district....	Mar. 18, 1915
Franklin, George M.....	Elevatorman, university of the state of New York to department of public buildings.....	Dec. 1, 1915
Gillan, John M.....	Messenger, register to county clerk, Kings county.....	Sept. 18, 1915
Halligan, A. E.....	Chainman, highway commission to engineer and surveyor.....	Dec. 14, 1915
Healey, Bessie B.....	Stenographer, efficiency and economy to insurance department.....	Jan. 1, 1915
Hill, Roy.....	Guard, Sing Sing prison to Great Meadow prison.....	Mar. 6, 1915
Hine, John W.....	Page, workmen's compensation commission to district attorney, New York county.....	Feb. 15, 1915
Hoehn, C. E.....	Rodman, highway commission to engineer and surveyor.....	Dec. 14, 1915
Holmes, Franklin B.....	Estimate clerk, efficiency and economy to comptroller.....	Jan. 8, 1915
Hulbert, May M.....	Stenographer, Manhattan state hospital to hospital commission.....	Jan. 18, 1915
Jamison, J. Arthur.....	Chainman, highway commission to engineer and surveyor.....	Dec. 6, 1915
Johnson, Edward, Jr.....	Keeper, penitentiary to superintendent of highways, Onondaga county.....	Dec. 1, 1915
Jordon, Claire F.....	Stenographer, secretary of state to highway commission.....	Dec. 1, 1915
Kahn, Herman B.....	Examiner of accounts, efficiency and economy to payroll auditor, workmen's compensation commission.....	Jan. 4, 1915
Keck, William.....	Keeper, penitentiary to superintendent of highways, Onondaga county.....	Dec. 13, 1915
Keck, William G.....	Keeper, penitentiary to superintendent of highways, Onondaga county.....	Jan. 5, 1915
Keeshan, Catherine A.....	Stenographer, secretary of state to hospital commission.....	Mar. 16, 1915
Kenney, Richard A.....	Process server, district attorney to messenger, commissioner of jurors, New York county.....	Feb. 5, 1915
Kerslake, T. R.....	Rodman, highway commission to engineer and surveyor.....	Dec. 13, 1915
Kuhn, Frank.....	General inspector, efficiency and economy to investigator of claims, workmen's compensation commission.....	Jan. 4, 1915
Lazarus, Max.....	Clerk, register to process server, district attorney, New York county.....	Nov. 1, 1915
Leonard, George R., Jr.....	Stenographer, county clerk to county court, Kings county.....	Dec. 1, 1915
McCabe, Francis.....	Rodman, highway commission to engineer and surveyor.....	Dec. 6, 1915

TRANSFERS — *Concluded*

NAME	Position and office	Date of transfer
McGeough, Peter	Movable dam tender, engineer and surveyor to department of public works	Mar. 25, 1915
MacNeil, Samuel C.	Stenographer, engineer and surveyor to comptroller	Jan. 5, 1915
McWenig, Frank	Movable dam tender, engineer and surveyor to department of public works	Mar. 25, 1915
Maroney, Thomas	Guard, agricultural and industrial school, Industry to Elmira reformatory	Mar. 16, 1915
Meng, Cyril G.	Junior assistant, public service commission, 1st district to rodman, highway commission	Oct. 25, 1915
Miller, Clare K.	Stenographer, efficiency and economy to board of charities	Feb. 1, 1915
Molitor, Alfred M.	Guard, Great Meadow prison to Napanoch reformatory	Mar. 1, 1915
Munger, Catherine	Stenographer, commission to prepare index to session laws to industrial commission	Nov. 16, 1915
Nally, Frances	Clerk, efficiency and economy to workmen's compensation commission	Nov. 1, 1915
Newman, Philip J.	Stenographer, efficiency and economy to department of foods and markets	Jan. 16, 1915
O'Brien, William J.	Page, conservation commission to department of agriculture	Feb. 1, 1915
O'Hara, James	Highway inspector, efficiency and economy to inspector of masonry, public service commission, 1st district	Jan. 11, 1915
O'Keefe, Agnes C.	Clerk, efficiency and economy to conservation commission	Feb. 1, 1915
O'Marah, J. Frank	Stenographer, department of architecture to department of public works	Jan. 7, 1915
O'Reilly, John J.	Page, secretary of state to highway commission	Nov. 11, 1915
Osborne, Lawrence F.	Guard, Napanoch reformatory to Great Meadow prison	Mar. 1, 1915
Pope, Lathrop C.	Rodman, engineer and surveyor to junior engineer, public service commission, 1st district	Mar. 29, 1915
Ransier, Frank B.	Voucher clerk, Rochester state hospital to Willard state hospital	Feb. 16, 1915
Redmond, Lillian M.	Stenographer, efficiency and economy to department of labor	Jan. 16, 1915
Ryan, James J.	Bookkeeper, school of agriculture, Farmingdale to workmen's compensation commission	Feb. 1, 1915
Schlientz, Charles A.	Elevatorman, university of the state of New York to department of public buildings	April 1, 1915
Skelly, John	Page, university of the state of New York to hospital commission	Jan. 6, 1915
Solomon, Benjamin	Page, public service commission, 1st district to workmen's compensation commission	Jan. 11, 1915
Temple, Lillian W.	Typewriter copyist, attorney-general to tax commission	Oct. 1, 1915
Tenny, Louis B.	Superintendent of construction, department of architecture to supervisor of construction, Napanoch reformatory	Feb. 1, 1915
Treadwell, William A.	Assistant engineer, efficiency and economy to highway commission	Jan. 6, 1915
Vail, Helena F.	Stenographer, board of charities to comptroller	Jan. 26, 1915
Vaughn, Thomas	Movable dam tender, engineer and surveyor to department of public works	Mar. 25, 1915

Wearne, Raymond G.....	Assistant physician, Central Isip state hospital.....	April 15, 1915
Wheat, Millicent M.....	Stenographer, efficiency and economy to department of agriculture.....	Jan. 5, 1915
Whitney, John H.....	Expert accountant, efficiency and economy to comptroller.....	Jan. 6, 1915
Wiegand, William B.....	Expert accountant, efficiency and economy to assistant examiner, insurance department.....	Jan. 11, 1915
Wise, George E.....	Keeper, penitentiary to superintendent of highways, Onondaga county.....	Dec. 13, 1915
Wood, William S.....	Keeper, penitentiary to superintendent of highways, Onondaga county.....	Dec. 1, 1915
Wood, William S., Jr.....	Keeper, penitentiary to superintendent of highways, Onondaga county.....	Dec. 14, 1915

COMPETITIVE APPOINTMENTS

TITLE OF POSITION	Perma- nent	Tempo- rary
Abstractor and searcher.....	3
Accounting clerk.....	1
Accountant.....	1	1
Actuarial clerk.....	1
Agent, department of agriculture.....	4
Architectural designer.....	1	3
Architectural draftsman.....	21
Assistant attending surgeon.....	1
Assistant baeteriologist.....	9	2
Assistant chemist.....	5
Assistant civil engineer.....	4
Assistant electrical engineer.....	5
Assistant engineer, water power, storage and drainage.....	1
Assistant examiner, insurance department.....	7
Assistant examiner, street and electric railways.....	1
Assistant examiner, steam railroads.....	1
Assistant for field work.....	1
Assistant foreman of lumbering.....	1
Assistant inspector of gas.....	1
Assistant keeper.....	2
Assistant lockmaster.....	31
Assistant medical officer.....	4
Assistant in paleontology.....	1
Assistant physician.....	11
Assistant in radio physics.....	1
Assistant record clerk.....	1
Assistant searcher and comparer.....	1	1
Assistant statistician.....	1
Assistant steam engineer.....	11	2
Assistant superintendent, Bedford reformatory.....	1
Assistant superintendent, bureau of employment.....	9	2
Assistant superintendent, training school, Hudson.....	1
Assistant superintendent, tuberculosis hospitals.....	2
Assistant supreme court clerk.....	1
Assistant surveyor and draftsman.....	3
Assistant to state botanist.....	1
Attendant.....	4
Axeman.....	10
Bacteriologist.....	1
Band instructor.....	1
Bank examiner.....	3
Boiler fireman.....	1	3
Bookbinder.....	6
Bookkeeper.....	13	11
Bridge draftsman.....	1
Building commissioner.....	1
Building inspector.....	1
Butcher.....	1
Caretaker.....	1
Carpenter.....	2	5
Cement tester.....	1	1
Chainman.....	149
Chattel mortgage clerk.....	1	1
Chef.....	2
Chief, automobile bureau.....	1
Chief clerk.....	1
Chief guard.....	2
Chief of maintenance.....	1
Chief steam engineer.....	3
Chief surveyor.....	2
Children's agent.....	4
City physician.....	1
Clerk.....	7	7
Clerk-copyist.....	1	10
Coroner's physician.....	1
Cottage matron.....	7
County agent.....	1
County detective.....	1
Court attendant.....	16	11
Court clerk.....	1
Court officer.....	6
Court stenographer.....	5	3
Custodian and filing clerk.....	1
Dentist.....	1
Deputy chief, automobile bureau.....	2

COMPETITIVE APPOINTMENTS — *Continued*

TITLE OF POSITION	Perma- nent	Tempo- rary
Deputy claim agent.....	6
Deputy commissioner, bureau of compensation.....	6
Deputy commissioner, industrial code.....	2
Deputy county comptroller.....	1
Deputy village clerk.....	1
Director, division of communicable diseases.....	1
Director, division of public health nursing.....	1	1
Director, division of sanitary supervision.....	1
Docket clerk.....	3
Editor of official bulletin.....	1
Electric meter inspector.....	1	1
Elevator conductor.....	4
Engineer of motor boat.....	1
Engineering draftsman.....	9	1
Examiner.....	2
Examiner, ancient languages.....	8
Examiner, biologic science.....	3
Examiner, commercial subjects.....	6
Examiner, drawing.....	4
Examiner, electrical corporations.....	1
Examiner, English.....	12
Examiner, history.....	10
Examiner, mathematics.....	4
Examiner, modern languages.....	2
Examiner, science.....	1
Examiner of title searches and maps.....	1
Expert appraiser.....	3
Expert copyist of historical documents.....	1
Expert penman.....	2
Factory inspector.....	2
Farm supervisor.....	4	2
Fireman.....	8
Florist.....	1
Foreman-carpenter.....	1
Foreman farmer.....	1
Foreman of printing.....	1
Foreman of fish hatchery.....	3
Foreman of highways.....	5
Foreman of public works.....	1
Forester.....	2	2
Forestry field supervisor.....	1
Game protector.....	27	5
Gardener.....	1
Garden matron.....	1
Gas meter tester.....	1
Guard.....	26	6
Highway inspector.....	1
Home teacher for the blind.....	3
Index and filing clerk, female.....	4	7
Index and filing clerk, male.....	28	4
Industrial teacher.....	1
Inspector, agricultural education.....	1
Inspector, banking department.....	2
Inspector, Bronx Valley trunk sewer.....	3
Inspector of charities.....	1
Inspector of construction.....	50
Inspector of elementary education.....	1
Inspector of equipment.....	7
Inspector of explosives.....	1
Inspector of evening schools and classes for illiterates.....	1
Inspector of lumber.....	3
Inspector of masonry.....	28
Inspector of nurseries.....	4
Inspector of oleomargarine.....	2
Inspector of painting.....	10
Inspector of special track work installation.....	6
Inspector of steam boilers.....	9
Inspector of steel.....	24	1
Instructor in domestic arts.....	2
Instructor in dressmaking.....	3
Instructor in plumbing.....	1
Interpreter.....	8
Investigator of claims.....	1
Janitor.....	1
Junior assistant counsel.....	4

COMPETITIVE APPOINTMENTS — *Continued*

TITLE OF POSITION	Perma- nent	Tempo- rary
Junior assistant engineer.....	368
Junior bridge draftsman.....	5
Junior clerk, male.....	11	29
Junior clerk, female.....	19	52
Junior draftsman.....	9
Junior electrical engineer.....	11
Junior engineer.....	41	9
Keeper.....	18	5
Kindergarten teacher.....	2
Kitchen keeper.....	2
Laboratory apprentice.....	8
Laboratory assistant.....	10	1
Landscape draftsman.....	2
Landscape gardener.....	1
Laundry instructor.....	1
Laundryman.....	1
Law assistant.....	1
Lecturer.....	1
Legislative reference librarian.....	1
Leveler.....	3
Librarian, Bronx county court house.....	1
Library assistant.....	8	2
Lockmaster.....	6
Lock operator.....	81
Male officer.....	1	1
Map draftsman.....	3
Marine passenger inspector.....	1
Matron.....	1
Medical assistant.....	1
Medical inspector of schools.....	1
Messenger.....	12	1
Multigraph operator.....	1	2
Music teacher.....	4
Nurse.....	3
Nurse for prevention of blindness.....	1
Night watchman.....	1
Office assistant.....	5
Orderly.....	12	1
Page.....	46	9
Parochial school lecturer.....	1
Parole agent.....	1
Parole officer.....	1
Patrolman.....	5	1
Pharmacist.....	2
Physician.....	5
Physician and surgeon.....	3
Physical instructor.....	1
Physiological chemist.....	1
Plant pathologist.....	1
Police officer.....	11	9
Principal assistant engineer.....	1
Principal, nurses' training school.....	4
Probation officer.....	8
Process server.....	6
Proofreader.....	1	2
Record and penalty clerk.....	2
Recording clerk.....	6	1
Registrar of vital statistics.....	1
Resident engineer.....	5
Rodman.....	1
Sanitary supervisor.....	3
Scaler of weights and measures.....	2
Special agent, comptroller.....	1
Special agent, excise department.....	8
Special agent, hospital commission.....	3
Special agent, tax commission.....	4
Special assistant in chemistry.....	1
Special auditor, canal bureau.....	1
Special deputy clerk.....	1
Special investigator.....	1
Specification writer.....	2
Statute law indexer.....	1
Statistician.....	1
Steam engineer.....	1
Stenographer, female.....	106	69

COMPETITIVE APPOINTMENTS — *Concluded*

TITLE OF POSITION	Perma- nent	Tempo- rary
Stenographer, male.....	35	5
Stenographer and clerk.....	1
Stenotype operator.....	2
Steward, Long Island state hospital.....	1
Storekeeper.....	2
Street commissioner, Port Chester.....	1
Structural designer.....	2	1
Structural draftsman.....	20	3
Sub-librarian in history.....	1
Superintendent, bureau of employment.....	7
Superintendent of construction.....	2
Superintendent, county buildings.....	1
Superintendent of highways.....	4
Superintendent of nurses.....	1
Superintendent, tuberculosis hospital.....	2
Supervising matron and dietitian.....	1
Supervisor and matron.....	2
Teacher.....	5	1
Teacher of domestic science.....	1
Telephone operator, female.....	5	2
Telephone operator, male.....	2
Ticketman.....	1
Title examiner.....	8	1
Topographic draftsman.....	1	4
Trained nurse.....	9	2
Transcript clerk.....	2
Transfer tax clerk.....	1
Transit inspector.....	6
Typewriter copyist.....	30	60
Underwriting clerk, female.....	3
Underwriting clerk, male.....	18	1
Veal inspector.....	1
Verifier.....	16
Veterinarian.....	13
Voucher clerk.....	1
Watchman.....	9	5
Woman physician.....	2
Total.....	1,907	403

STATEMENT SHOWING NUMBER OF APPOINTMENTS IN THE NON-COMPETITIVE CLASS

State departments:	
Agricultural experiment station, Geneva.....	3
Agriculture, school of, Cobleskill.....	2
Bronx Parkway commission.....	4
Civil service commission.....	30
Engineer and surveyor.....	2
Excise.....	1
Health.....	3
Health officer, port of New York.....	6
Highway commission.....	5
Institute for study of malignant disease, Buffalo.....	20
Public buildings.....	14
Public service commission, first district.....	8
Public service commission, second district.....	1
Public works.....	8
Secretary of state.....	2
University of State of New York.....	2
State hospitals:	
Binghamton.....	229
Buffalo.....	93
Central Islip.....	179
Danmemora.....	39
Gowanda.....	101
Hudson River.....	167
Kings Park.....	182
Long Island.....	96
Manhattan.....	238
Matteawan.....	30
Middletown.....	208
Rochester.....	86
St. Lawrence.....	132
Utica.....	112
Willard.....	63
State institutions:	
Albion, house of refuge.....	11
Auburn prison.....	1
Batavia, school for the blind.....	3
Bath, soldiers' and sailors' home.....	31
Bedford, reformatory for women.....	24
Hudson, training school for girls.....	30
Industry, agricultural and industrial school.....	1
Iroquois, Thomas Indian school.....	4
Napanoch reformatory.....	1
Newark custodial asylum.....	42
Oxford, women's relief corps home.....	15
Ray Brook, hospital for incipient tuberculosis.....	10
Rome custodial asylum.....	160
Sonyea, Craig colony.....	39
Syracuse, institution for feeble-minded children.....	33
Thiells, Letchworth village.....	58
Valatie, farm for women.....	6
West Haverstraw, hospital for crippled and deformed children.....	13
Yorktown Heights, training school for boys.....	1
Tuberculosis sanatoriums:	
Broome county, mountain sanatorium.....	1
Fulton county, Summit View sanatorium.....	6
Montgomery county tuberculosis hospital.....	6
Ontario county, Oak Mount sanatorium.....	4
Oswego county tuberculosis hospital.....	7
Saratoga county tuberculosis hospital.....	6
Schenectady county, Glenridge sanatorium.....	5
Counties:	
Albany county almshouse.....	3
Eric county home and hospital.....	45
Monroe county, Iola sanatorium.....	21
Monroe county hospital.....	7
Oneida county hospital.....	35
Onondaga county home.....	10
Orange county, Odell sanatorium.....	5
Rensselaer county, Lakeview sanitarium.....	2
Rensselaer county, superintendent of the poor.....	5
Westchester county hospital.....	25
Total.....	2,742

TOTAL NUMBER OF APPOINTMENTS DURING 1915

Exempt §	570
Competitive, from eligible list†	1,907
Non-competitive	2,742
Provisional	453
Competitive, rule 8, § 10	26
Without examination competitive, rule 8, § 5	3
Without examination, competitive, rule 8, § 9, employments	3,391
Total	9,155

§ Does not include local health officers nor deputy state superintendents of elections paid at per diem rate.

† Does not include temporary appointments.

APPENDIX C

AMENDMENTS TO STATE CIVIL SERVICE RULES

AMENDMENTS TO STATE CIVIL SERVICE CLASSIFICATION

REQUESTS FOR CHANGES IN THE STATE CIVIL SERVICE RULES AND
CLASSIFICATION DENIED

AMENDMENTS TO STATE CIVIL SERVICE REGULATIONS

AMENDMENTS TO STATE CIVIL SERVICE RULES

Rule V

Resolved, That, subject to the approval of the Governor, civil service rule V be amended by striking out the following:

“No provision in these rules, except those relating to certification of payrolls, shall be held to apply to any employee or appointee of a sheriff whose duty relates exclusively or in part to the functions of the sheriff’s office in civil matters. (See opinion of the court of appeals in the Matter of Flaherty, Sheriff of Kings County v. State Civil Service Commission.)

(Adopted December 8, 1915. Approved by the Governor, December 9, 1915.)

Rule VIII, Subdivision 2

Resolved, That, subject to the approval of the Governor, civil service rule VIII, subdivision 2, be amended by striking out the following sentence:

“The name of any person certified as eligible for a probationary appointment who shall decline such appointment shall be stricken from the list from which certification is made, unless such declination be for reasons acceptable to and approved by the commission, and sets forth in its minutes.”

and substituting in lieu thereof the words:

“The name of any person certified as eligible for a probationary appointment who shall decline such appointment shall be stricken from the list from which certification is made, unless such declination be for reasons acceptable to the commission.”

and by striking out

“No person shall be certified from an eligible list more than three times to the same appointing officer for the same

or a similar position, except at the request of said officer, unless the person so certified is a veteran, in which case his name shall continue to be certified so long as it remains on the eligible list under these rules."

and substituting in lieu thereof

" No person shall be certified from an eligible list more than three times to the same appointing officer for the same or similar position, *at the same rate of compensation*, except at the request of said officer, unless the person so certified is a veteran, in which case his name shall continue to be certified so long as it remains on the eligible list under these rules."

(Adopted March 10, 1915. Approved by the Governor, March 15, 1915.)

Rule VIII, Subdivision 4

Resolved, That, subject to the approval of the Governor, civil service rule VIII, subdivision 4, be amended by striking out the words " two months " and substituting in lieu thereof the words " four months ", in order that the rule may conform to the provisions of section 15, subdivision 1, of the Civil Service Law as amended by chapter 361, Laws of 1915.

(Adopted May 19, 1915. Approved by the Governor, May 22, 1915.)

Rule VIII, Subdivision 9

Resolved, That, subject to the approval of the Governor, civil service rule VIII, subdivision 9, be amended by substituting therefor the following:

" The Commission may by special action except from examination under these rules:

" a. Any person who shall render professional, scientific technical or other expert service of an occasional and exceptional character;

" b. Any person who shall render services for which because of their temporary and exceptional character it would not be practicable to hold an examination of any kind.

“ Such exceptions shall be allowed only in cases where the compensation in any one year shall not exceed \$300; provided, that such limitation of compensation shall not apply to any person employed by the governor, comptroller or attorney-general; and further provided, that the Commission may suspend such limitation of compensation by special resolution in other cases. All exceptions granted under this section, with reasons therefor, shall be set forth by the Commission in its next annual report.”

(Adopted March 10, 1915. Approved by the Governor, March 15, 1915.)

Rule XVI. Reinstatement in Service

Resolved, That, subject to the approval of the Governor, civil service rule XVI, relating to reinstatements in the service, be and hereby is rescinded, and the following substituted therefor:

“ 1. Any person who has held a position by appointment under the civil service rules, as the result of examination, and who has been separated from the service through no delinquency or misconduct on his part, may be reinstated without re-examination in a vacant position in the same office, department or institution, and in the same group, subdivision and grade, within one year from the date of such separation; or may be appointed within one year from the date of separation from the service, to a position to which he was eligible for transfer; provided that for original entrance to the position proposed to be filled by reinstatement, or appointment, there is not required by these rules, in the opinion of the commission, an examination involving essential tests or qualifications different from or higher than those involved in the examination for original entrance to the position formerly held by the person proposed to be reinstated or appointed.

“ 2. Whenever in any department, office or institution a position is abolished, or whenever the number of positions of a certain character is reduced, or whenever by reason of lack of appropriation or lack of work it becomes necessary to discharge or suspend one or more of several persons holding the same position, veterans of the civil war shall be entitled

to preference in retention in such positions over other persons. Persons legally holding such positions as the result of examination, at the time of such reduction, suspension or discharge shall be entitled to reappointment or reinstatement in the same position or positions if they are thereafter within one year re-established under the same or any other designation. The names of such persons shall be entered upon lists of suspended employees and shall remain thereon for a period of one year. Upon notice of a vacancy in the same or a similar position, names from such lists of suspended employees shall be certified to the appointing officer in preference to names from the eligible lists. Certification from such lists of suspended employees shall be made as follows: first, veterans of the civil war in the order of their original appointment to the position from which separated; second, other persons in similar order. Persons specified in the first class above mentioned shall be entitled to certification for positions to which they are eligible in any department, office or institution, but persons specified in the second class shall be entitled to certification only to the department, office or institution from which they were separated.

“ 3. A person who has served continuously as the result of examination for at least one year in the competitive class in any department, office or institution and who has been separated from his position in that class by appointment to a position in the exempt class in the same or another department, office or institution, or in the unclassified service, and who has served continuously therein from the date of such separation, may be restored to a position in the competitive class in the same group and grade in the same department, office or institution, as the competitive position he formerly held, or may be appointed to a position in the same group and grade in another department, office or institution to which he was eligible for transfer.

(Adopted May 13, 1915. Approved by the Governor, May 22, 1915.)

AMENDMENTS TO STATE CIVIL SERVICE CLASSIFICATION

Comptroller

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class, in the office of the Comptroller, be and hereby is amended by adding thereto the words: "the confidential stenographer to the deputy comptroller", competitive or non-competitive examination for this position being considered to be not practicable.

(Adopted January 13, 1915. Approved by the Governor, January 19, 1915.)

District Attorney, Rensselaer County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the District Attorney, Rensselaer County, be amended by adding thereto the words: "two process servers", competitive or non-competitive examination for said positions having been found to be not practicable.

(Adopted January 13, 1915. Approved by the Governor, February 2, 1915.)

District Attorney, Queens County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class, in the office of the District Attorney, Queens County, be and hereby is amended by striking out the words: "one assistant district attorney; three deputy assistant district attorneys", and substituting in lieu thereof the words: "four assistant district attorneys", for the purpose of changing titles to accord with those established by the Board of Estimate and Apportionment pursuant to section 202 of the County Law in the Budget for 1914.

(Adopted January 13, 1915. Approved by the Governor, February 9, 1915.)

District Attorney, Erie County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the District Attorney, Erie County, be and hereby is amended by striking out the words: "six assistant district attorneys", and inserting in lieu thereof the words: "seven assistant district attorneys", competitive or non-competitive examination for this position having heretofore been found to be not practicable.

(Adopted January 13, 1915. Approved by the Governor, February 9, 1915.)

Newark Custodial Asylum

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class, in the State Custodial Asylum at Newark, be and hereby is amended by adding thereto the words: "garden matron", competitive examination for said position having been found to be not practicable.

(Adopted January 13, 1915. Approved by the Governor, February 16, 1915.)

Surrogate, Oneida County

Resolved, That, subject to the approval of the Governor, and in accordance with the provisions of section 13, subdivision 3, of the Civil Service Law, the classification of positions in the exempt class in the Surrogate's Court, Oneida County, be and hereby is amended by adding thereto the words, "the deputy clerk".

(Adopted February 11, 1915. Approved by the Governor, February 16, 1915.)

Department of Labor

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the Department of Labor be amended as follows, for the purpose of changing titles to conform with the amended Labor Law or appropriation bill:

Strike out the words "first deputy commissioner and chief factory inspector" and insert in lieu thereof the words "first deputy commissioner";

Strike out the words "second deputy commissioner and chief mediator" and insert in lieu thereof the words "second deputy commissioner";

Strike out the words "assistant deputy commissioner and counsel" and insert in lieu thereof the word "counsel".

(Adopted February 12, 1915. Approved by the Governor, February 16, 1915.)

Bronx Parkway Commission

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Bronx Parkway Commission be amended by adding thereto the words "the counsel", competitive or non-competitive examination for said position having been found to be not practicable.

(Adopted February 19, 1915. Approved by the Governor, February 27, 1915.)

Saratoga County Tuberculosis Hospital

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class, county service, be and hereby is amended by adding thereto the following:

"In the Tuberculosis Hospital, Saratoga County: cook; laundress"

competitive examination for said positions having been found to be not practicable.

(Adopted February 25, 1915. Approved by the Governor, February 27, 1915.)

Court of Claims

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class be amended by striking out the words "In the office of the Board of Claims: the clerk; the deputy clerk", and inserting in lieu thereof the words "In the office of the Court of Claims: the clerk; the deputy clerk", thus changing the title to conform to the provisions of chapter 1, Laws of 1915.

(Adopted February 25, 1915. Approved by the Governor, March 3, 1915.)

Civil Service Commission

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class be and hereby is amended by adding thereto the following:

“ In the office of the State Civil Service Commission:
local examiners ”

competitive examination for said positions having been found to be not practicable.

(Adopted February 25, 1915. Approved by the Governor, March 4, 1915.)

District Attorney, Kings County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the District Attorney, Kings County, be and hereby is amended by striking out the words “ one stenographer to grand jury ”, thus transferring said position to the competitive class.

(Adopted February 26, 1915. Approved by the Governor, March 3, 1915.)

County Tuberculosis Hospitals

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class under the heading “ county service ” be and hereby is amended by adding thereto the following:

“ In all county tuberculosis hospitals: head nurses;
nurses ”

competitive examination for said positions having been found to be not practicable.

(Adopted March 4, 1915. Approved by the Governor, March 8, 1915.)

County Court, Bronx County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the County Court, Bronx county, be and hereby is amended by striking out the words: “ one county detective,” thus transferring said position to the competitive class.

(Adopted March 5, 1915. Approved by the Governor, March 8, 1915.)

Surrogate, New York County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Surrogates, New York County, be and hereby is amended by striking out the words "the first law assistant to surrogate; the second law assistant to surrogate; the third law assistant to surrogate; the fourth law assistant to surrogate," and substituting in lieu thereof the words "five law assistants to surrogates," competitive examination for said position having been found to be not practicable.

(Adopted March 10, 1915. Approved by the Governor, March 15, 1915.)

Bronx Parkway Commission

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class be and hereby is amended by adding thereto the following:

"In the Bronx Parkway Commission: one foreman tree trimmer; one repair man; one park keeper; two foremen of laborers"

competitive examination for said positions having been found to be not practicable.

(Adopted March 11, 1915. Approved by the Governor, March 19, 1915.)

Health Officer, Port of New York

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the office of the Health Officer, Port of New York, be amended by adding thereto the words "boarding officer and inspector, City Island, compensation not to exceed \$75 per month," competitive examination for said position having been found to be not practicable.

(Adopted March 17, 1915. Approved by the Governor, March 22, 1915.)

Treaty of Ghent Celebration Commission

Resolved, That subject to the approval of the Governor, and in accordance with section 13, subdivision 2, of the Civil Service Law, the classification of positions in the exempt class, in the

State service, be and hereby is amended by adding thereto the following:

“ In the office of the Treaty of Ghent Celebration Commission: The secretary.”

(Adopted March 17, 1915. Approved by the Governor, March 22, 1915.)

State Commission for the Blind

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the State Commission for the Blind, be and hereby is amended by striking out the words “seven home teachers” thus transferring said positions to the competitive class, competitive examination for filling vacancies in said position being deemed practicable.

(Adopted March 17, 1915. Approved by the Governor, March 22, 1915.)

Department of Highways

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the Department of Highways, be and hereby is amended by striking out the words “confidential deputy for the Adirondack Division,” said position being obsolete.

(Adopted March 18, 1915. Approved by the Governor, March 22, 1915.)

County Clerk, Queens County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the County Clerk, Queens county, be and hereby is amended by striking out the words: “superintendent of indexing,” thus transferring said position to the competitive class.

(Adopted March 26, 1915. Approved by the Governor, March 29, 1915.)

Comptroller, Westchester County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class, Westchester county service, be and hereby is amended by adding thereto the words

“ In the office of the comptroller: the first deputy ”

competitive or non-competitive examination for said position having been found to be not practicable.

(Adopted March 25, 1915. Approved by the Governor, March 31, 1915.)

Department of the Trustees of Public Buildings

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class be amended by adding thereto the following:

“In the department of the Trustees of Public Buildings: one watchman, provided, however, that this classification shall terminate December 31, 1915 ”

competitive examination for said position being deemed to be not practicable.

(Adopted March 25, 1915. Approved by the Governor, March 31, 1915.)

Attorney-General

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Attorney-General be amended by adding thereto the words “five deputies in the court of claims bureau,” competitive or non-competitive examination for said position having been found to be not practicable.

(Adopted March 31, 1915. Approved by the Governor, April 9, 1915.)

Public Service Commission, Second District

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class be and hereby is amended by adding thereto the following:

“In the office of the Public Service Commission for the Second District: Attendant in charge of office, nights, Sundays and holidays, compensation not to exceed \$50 per month,”

competitive examination for said position having been found to be not practicable.

(Adopted March 31, 1915. Approved by the Governor, April 9, 1915.)

Comptroller

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Comptroller be and hereby is amended by adding thereto the words "transfer agent for the Commissioners of the Canal Fund," competitive or non-competitive examination for said position having been found to be not practicable.

(Adopted April 1, 1915. Approved by the Governor, April 9, 1915.)

Miscellaneous

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class be amended as follows:

In the office of the Comptroller strike out:

"Three examiners of private banks; special auditor, bureau of canal affairs; confidential record clerk, audit bureau."

In the office of the Conservation Commission strike out:

"One assistant counsel; one auditor of accounts; one appraiser of surplus canal waters."

Strike out:

"In the Education Department:

Three assistant commissioners; two conductors of institutes; secretary to the commissioner; the confidential stenographer; the honorary university examiners; secretary of the state board of medical examiners; chief of division of administration; secretary of the state board of pharmacy."

Insert:

"In the University of the State of New York

Three assistant commissioners; the secretary to the president; the confidential stenographer; secretary to the board of medical examiners; chief of division of administration; secretary to the state board of pharmacy."

Strike out:

"In the Department of Efficiency and Economy

Two assistant commissioners; secretary to the commissioner; stenographer to the commissioner; chief accountant; chief examiner; one confidential messenger."

In the office of the State Superintendent of Elections strike out:

“The field deputy.”

In the office of the State Engineer and Surveyor strike out:

“One confidential stenographer to each of the division engineers; four terminal division engineers; one financial clerk and auditor.”

In the Department of Excise strike out:

“The confidential clerk in the office of the special deputy commissioner at Buffalo; the confidential clerk in the office of the special deputy commissioner for the borough of Brooklyn; the confidential clerk in the office of the special deputy commissioner for the boroughs of Manhattan and the Bronx.”

Strike out:

“In the office of the State Fire Marshal:

First deputy; second deputy; one secretary; fourteen inspectors.”

In the office of the Fiscal Supervisor of State Charities strike out:

“One confidential stenographer.”

In the office of the State Hospital Commission strike out:

“Inspector of supplies; lay deputy, bureau of deportation; secretary to purchasing committee; inspector of manufactures and industries; confidential agent.”

In the Insurance Department strike out:

“One assistant counsel.”

In the Department of Labor, strike out:

“Hearing stenographer, industrial board.”

Strike out:

“In the office of the New York Interstate Bridge Commission
The secretary; the assistant secretary; the counsel; one real estate investigator.”

Insert:

“In the office of the State Bridge and Tunnel Commission
The secretary; the assistant secretary; the counsel.”

In the office of the Public Service Commission for the First District strike out:

“ Secretary to the counsel; assistant chief of transit bureau.”

In the office of the Public Service Commission for the Second District strike out:

“ One assistant counsel.”

Strike out:

“ In the office of the Tilden Memorial Commission
The secretary.”

In the office of the Workmen's Compensation Commission, strike out:

“ Confidential investigator.”

(Adopted March 31, 1915. Approved by the Governor, April 12, 1915.)

Health Officer, Port of New York

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the office of the Health Officer, Port of New York, be amended by striking out the words “superintendent of nurses, Swinburne Island,” thus transferring to the competitive class said position under the title of “superintendent of nurses in the Detention and Hospital Service,” competitive examination for said position being deemed practicable.

(Adopted April 14, 1915. Approved by the Governor, April 19, 1915.)

Thomas Indian School, Iroquois

Resolved. That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the Thomas Indian School at Iroquois, be amended by adding thereto the words “gardener and poultryman,” competitive examination for said position having been found to be not practicable.

(Adopted April 14, 1915. Approved by the Governor, April 19, 1915.)

Commission to Investigate Port Conditions and Pier Extensions

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Commission to Investigate Port Conditions and Pier Extensions in New York Harbor, be amended by striking out the words "the special counsel," said position being obsolete.

(Adopted April 14, 1915. Approved by the Governor, April 19, 1915.)

Supreme Court, Appellate Division, First Department

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the Supreme Court, Appellate Division, First Department, be and hereby is amended by adding thereto the words "one assistant clerk," competitive or non-competitive examination for said position having been found to be not practicable.

(Adopted April 8, 1915. Approved by the Governor, April 20, 1915.)

Court of Claims

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Court of Claims be amended by striking out the words "the deputy clerk," and inserting in lieu thereof the words "the deputy clerk and stenographer," in order that the title of said position may conform to the provision of chapter one, Laws of 1915.

(Adopted April 8, 1915. Approved by the Governor, April 20, 1915.)

Comptroller

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Comptroller, be amended by striking out the words "one commissioner of private banking," said position being obsolete.

(Adopted April 14, 1915. Approved by the Governor, April 26, 1915.)

School for Blind, Batavia

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the State School for the Blind at Batavia, be amended by striking out the word "usher" and substituting in lieu thereof the words "usher-teacher," competitive examination for said position being found to be not practicable.

(Adopted April 21, 1915. Approved by the Governor, April 26, 1915.)

Village of Batavia

Resolved, That, subject to the approval of the Governor, the State civil service rules be amended as follows:

In the classification of positions in the exempt class in the village service, strike out:

"Batavia:

Treasurer; attorney; police justice; first and second assistant chiefs, fire department (each \$50 per annum); consulting engineer, sewer commission; attorney, sewer commission; clerk board of health, who is also registrar of vital statistics."

In the classification of positions in the non-competitive class in the village service, strike out:

"In the Village of Batavia:

Chief engineer, fire department; provided, however, that no person shall be named for non-competitive examination who is not a member of the department."

(Adopted May 19, 1915.) Approved by the Governor, May 22, 1915.)

Onondaga County Tuberculosis Sanatorium

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the county service, be amended by adding thereto the following:

"In the Onondaga County Tuberculosis Sanatorium: nurse; chauffeur; orderly; baker; watchman; carpenter."

(Adopted May 13, 1915. Approved by the Governor, May 22, 1915.)

Board of Supervisors, Westchester County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Board of Supervisors, Westchester county, be and hereby is amended by striking out the words "the superintendent of the county building," said position being obsolete.

(Adopted May 13, 1915. Approved by the Governor, May 22, 1915.)

Tax Commission

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class be amended by striking out:

"In the office of the Board of Tax Commissioners: The secretary; two expert examiners of special franchises; one confidential appraiser; twenty-four confidential special agents; confidential secretary to the chairman; one confidential mortgage tax examiner; one confidential file and index clerk; nine confidential auditors."

and inserting in lieu thereof:

"In the office of the Tax Commission: The secretary; secretary to the president; four corporation tax examiners; corporation tax examiner and managing clerk, New York office; one confidential mortgage tax examiner."

(Adopted May 13, 1915. Approved by the Governor, May 22, 1915.)

State Fair Commission

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the State Fair Commission be and hereby is amended by striking out the words "the secretary-treasurer" and substituting in lieu thereof the words "the secretary; the treasurer," competitive or non-competitive examinations for said positions having heretofore been found to be not practicable.

(Adopted May 5, 1915. Approved by the Governor, May 22, 1915.)

Conservation Commission

Resolved, That, subject to the approval of the Governor and in accordance with the provisions of section 13, subdivision 1, of the Civil Service Law, the classification of positions in the exempt class in the office of the Conservation Commission, be and hereby is amended by adding thereto the words "the deputy."

(Adopted May 6, 1915. Approved by the Governor, May 22, 1915.)

Iola Sanatorium, Monroe County

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the Iola Sanatorium, Monroe County, be and hereby is amended by adding thereto the words "assistant resident physician, compensation not to exceed \$75 per month with maintenance" competitive examination for said position having been found to be not practicable.

(Adopted May 28, 1915. Approved by the Governor, June 3, 1915.)

Agricultural Experiment Station, Geneva

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the Agricultural Experiment Station at Geneva be amended by adding thereto the words "associate chemist; assistant chemist", competitive examination having been found to be impracticable for filling these positions.

(Adopted May 28, 1915. Approved by the Governor, June 3, 1915.)

Hospital for Incipient Tuberculosis, Ray Brook

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the New State Hospital for Incipient Tuberculosis at Ray Brook be amended by adding thereto the word "nurses", competitive examination for said position having been found to be not practicable.

(Adopted May 28, 1915. Approved by the Governor, June 3, 1915.)

Onondaga County Tuberculosis Sanatorium

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the Onon-

daga County Tuberculosis Sanatorium be and hereby is amended by adding thereto the word "cook; attendant", competitive examination for said positions having been found to be not practicable.

(Adopted May 28, 1915. Approved by the Governor, June 3, 1915.)

Institution for Feeble Minded Children, Syracuse

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the Institution for Feeble Minded Children at Syracuse be, and hereby is, amended by adding thereto the words "meat cutter", competitive examination for said position having been found to be not practicable.

(Adopted May 28, 1915. Approved by the Governor, June 3, 1915.)

Comptroller

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Comptroller be amended by striking out the words "the stenographer to the comptroller; the confidential stenographer to the deputy comptroller" and substituting therefor the words "stenographer to the comptroller, Albany office; stenographer to the deputy comptroller, Albany office; stenographer to the comptroller, New York office; stenographer to the deputy comptroller, New York office", competitive or non-competitive examination for said positions having been found to be not practicable.

(Adopted May 28, 1915. Approved by the Governor, June 3, 1915.)

Conservation Commission

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Conservation Commission be amended by striking out

"One secretary; one chief engineer; one counsel; one deputy commissioner, department of inland waters; one deputy commissioner, department of forests and lands; one deputy commissioner, department of fish and game; one supervisor of marine fisheries; one deputy supervisor of marine fisheries; one confidential secretary to each commissioner; one confi-

dential stenographer to each commissioner; five district forest rangers; five confidential agents; one chief of publication; one deputy attorney-general; four assistant deputies, appointed pursuant to section 9, chapter 647, Laws of 1911; assistant secretary and cashier; the deputy; cashier, bureau of marine fisheries; one auditor of fire accounts."

and inserting in lieu thereof the following:

"The deputy; the secretary; supervisor of marine fisheries; confidential secretary to the commissioner; confidential stenographer to the commissioner; five district forest rangers; five confidential agents; one deputy attorney-general; one special deputy attorney-general; three assistants deputies attorney-general, appointed pursuant to section 9, chapter 318, Laws of 1915; assistant secretary and cashier; cashier, bureau of marine fisheries; auditor of fire accounts."

(Adopted May 28, 1915. Approved by the Governor, June 3, 1915.)

Tax Commission

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the State Tax Commission be, and hereby is, amended by adding thereto the words "one assistant counsel", competitive or non-competitive examination for said position having been found to be not practicable.

(Adopted May 28, 1915. Approved by the Governor, June 3, 1915.)

County Clerk, Bronx County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the County Clerk, Bronx County, be amended by striking out the words "one deputy clerk; two assistant deputy clerks for the County Court", and substituting in lieu thereof the words "one special deputy county clerk and two assistant special deputy county clerks for the County Court", to correct error in title to conform to resolution adopted by the Board of Estimate and Apportionment creating these positions.

(Adopted May 28, 1915. Approved by the Governor, June 3, 1915.)

Commissioner of Jurors, Bronx County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Commissioner of Jurors, Bronx County, be amended by striking out the words "two assistant commissioners" and substituting in lieu thereof "one assistant commissioner", one position of assistant commissioner being obsolete.

(Adopted May 28, 1915. Approved by the Governor, June 3, 1915.)

Surrogate, Chautauqua County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Surrogate, Chautauqua County, be amended by striking out the words "special examiner of guardians' accounts", said position being obsolete.

(Adopted May 28, 1915. Approved by the Governor, June 3, 1915.)

Department of Public Works

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the Department of Public Works be amended by striking out the words "one special agent whose appointment is provided for by section 270 of the Code of Civil Procedure" and substituting in lieu thereof the words "one special agent whose appointment is provided for by section 270 of the Code of Civil Procedure, who shall also be special examiner and appraiser of canal lands", competitive or non-competitive examination for this position being found to be not practicable.

(Adopted May 28, 1915. Approved by the Governor, July 2, 1915.)

Industrial Commission

Resolved, That, in accordance with the provisions of chapter 674 of the Laws of 1915, and subject to the approval of the Governor, the classification of positions in the exempt class be amended by striking out the following:

"In the Department of Labor:

First deputy commissioner; second deputy commissioner;
one mediator of industrial disputes; one confidential clerk;

counsel; two assistant mediators; one factory inspector, assistant to the chief; counsel for the bureau of industries and immigration; one assistant counsel; two chief factory inspectors; one supervisor of printing and publications; one chief investigator; secretary to the commissioner; ten special investigators; three confidential agents; secretary to the division of industrial hygiene; secretary to the chief investigator; one detective; secretary, assistant secretary, special investigation, industrial board ” and

“ In the office of the Workmen’s Compensation Commission:

The secretary; eleven deputy commissioners; two assistant secretaries; six private secretaries to the commissioners; chief actuary; general manager and chief statistician; manager of the state insurance fund; assistant manager of the state insurance fund; cashier; chief of bureau of claims and adjustments; counsel to the commission; four examiners of claims; two confidential attendants; six confidential stenographers to the commissioners; eighteen assistant deputy commissioners; inspector of risks and safety engineer; two examiners of insurance policies; assistant cashier; two assistant counsel; confidential stenographer to counsel.”

and substituting in lieu thereof the following:

“ In the office of the Industrial Commission:

First deputy; second deputy; third deputy; the secretary; the counsel ”

the classification of the positions of deputy and secretary as exempt being in accordance with the provisions of subdivisions 1 and 2 of section 13 of the Civil Service Law, and competitive or non-competitive examination for the position of counsel being deemed to be not practicable.

(Adopted May 28, 1915. Approved by the Governor, June 3, 1915.)

District Attorney, Rensselaer County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the District Attorney, Rensselaer County, be amended by striking out

the words "two process servers", thus transferring the positions to the competitive class.

(Adopted May 28, 1915. Approved by the Governor, June 3, 1915.)

Department of Public Works

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the Department of Public Works be amended by striking out the words "one chauffeur" and inserting in lieu thereof the words "four chauffeurs", competitive examination for said position being found to be not practicable.

(Adopted June 2, 1915. Approved by the Governor, June 3, 1915.)

Executive Department

Resolved, That, subject to the approval of the Governor, and in accordance with the provisions of section 13, subdivision 2, of the Civil Service Law, the classification of positions in the exempt class in the Executive Department be, and hereby is, amended by adding thereto the words "Secretary to the Lieutenant-Governor".

(Adopted June 3, 1915. Approved by the Governor, June 3, 1915.)

Tuberculosis Hospital, Saratoga County

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the Tuberculosis Hospital, Saratoga County, be, and hereby is, amended by adding thereto the word "janitor", competitive examination for said position being found to be not practicable.

(Adopted June 10, 1915. Approved by the Governor, June 16, 1915.)

County Court, Monroe County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the County Court, Monroe County, be, and hereby is, amended by striking out the words "one stenographer to grand jury; special clerk, children's cases", said places being obsolete.

(Adopted June 23, 1915. Approved by the Governor, July 2, 1915.)

District Attorney, Monroe County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the District Attorney, Monroe County, be, and hereby is, amended by striking out the words "one deputy sheriff assigned to district attorney's office", said position being obsolete.

(Adopted June 23, 1915. Approved by the Governor, July 2, 1915.)

Board of Elections, Nassau County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Board of Elections, Nassau County, be, and hereby is, amended by striking out the words "four chief clerks, clerks or stenographers" and substituting in lieu thereof the words "two chief clerks, clerks or stenographers", two of the positions now classified as exempt being obsolete.

(Adopted June 23, 1915. Approved by the Governor, July 2, 1915.)

Board of Elections, Westchester County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the Westchester County service be, and hereby is, amended by striking out the words "In the office of the Board of Elections: the secretary; the deputy commissioner", said positions being obsolete.

(Adopted June 23, 1915. Approved by the Governor, July 2, 1915.)

County Clerk, Oneida County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the Oneida County service be, and hereby is, amended by striking out the words "In the office of the county clerk: the deputy", said position not being subject to the civil service rules.

(Adopted June 23, 1915. Approved by the Governor, July 2, 1915.)

County Court, Oneida County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the Oneida County service be, and hereby is, amended by striking out the words "In

the county court: the clerk of the court", said position being obsolete.

(Adopted June 23, 1915. Approved by the Governor, July 2, 1915.)

Superintendent of Elections

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the State service be amended as follows: Strike out

"In the offices of the State Superintendents of Elections:

Three chief deputies; the clerk; the stenographer; one confidential clerk and one confidential stenographer to each superintendent; the deputies not exceeding the number fixed by law; one secretary."

and insert in lieu thereof the words

"In the office of the State Superintendent of Elections:

The chief deputy; the clerk; the stenographer; one secretary; the deputies not exceeding the number fixed by law."

(Adopted June 23, 1915. Approved by the Governor, July 2, 1915.)

Training School for Girls, Hudson

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the New York State Training School for Girls at Hudson be, and hereby is, amended by adding thereto the words "garden matron", competitive examination for said position having been found to be not practicable.

(Adopted June 23, 1915. Approved by the Governor, July 2, 1915.)

Village of Saratoga Springs

Resolved, That, subject to the approval of the Governor, the civil service rules and classification be, and hereby are, amended as follows:

Exempt Class, Village service, strike out the following:

"Saratoga Springs:

Attorney; engineer and surveyor (per diem employment; secretary board of health acting as registrar; call firemen,

fire department (\$60 each per annum); clerk of the sewer, water and street commission; deputy commissioner of parks."

Non-competitive Class, Village service, strike out the following:

"In the Village of Saratoga Springs:

Chief engineer, fire department: provided, however, that no person shall be named for non-competitive examination who is not a member of the department; assistant caretaker of hackstand."

(Adopted June 23, 1915. Approved by the Governor, July 2, 1915.)

Industrial Commission

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class be amended by striking out: "In the Department of Labor: two chauffeurs; one information clerk with knowledge of telephony, New York office," and substituting in lieu thereof: "In the office of the Industrial Commission: two chauffeurs," thus transferring the position of "information clerk with knowledge of telephony, New York office," to the competitive class, and changing the title of the Department of Labor to Industrial Commission, to conform with the provisions of chapter 674 of the Laws of 1915.

(Adopted July 6, 1915. Approved by the Governor, October 8, 1915.)

Craig Colony, Sonyea

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the Craig Colony at Sonyea be amended by adding thereto the words: "steam fitter," competitive examination for said position having been found to be not practicable.

(Adopted July 6, 1915. Approved by the Governor, October 8, 1915.)

Attorney-General

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Attorney-General be amended by striking out the words "one investigator of claims for the court of claims," thus transferring said position to the competitive class, with change of title to

“investigator of claims,” competitive examination for said position being deemed practicable.

(Adopted July 7, 1915. Approved by the Governor, July 30, 1915.)

Sheriff, Monroe County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Sheriff, Monroe county, be amended by striking out the words: “one chaplain at jail,” and substituting in lieu thereof the words: “two chaplains at jail,” competitive or non-competitive examination for said position having heretofore been found to be not practicable.

(Adopted July 8, 1915. Approved by the Governor, July 30, 1915.)

Register, New York County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of Register, New York county, be and hereby is amended by striking out the words “one satisfaction clerk,” and substituting in lieu thereof the words “chief satisfaction clerk,” for the purpose of correcting the title.

(Adopted July 8, 1915. Approved by the Governor, July 30, 1915.)

Coroner, Oneida County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the Oneida county service, be and hereby is amended by striking out the words: “Coroner’s physicians,” said positions being obsolete.

(Adopted July 16, 1915. Approved by the Governor, July 30, 1915.)

Letchworth Village, Thiells

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the Letchworth Village at Thiells be amended by adding thereto the word “blacksmith,” competitive examination for said position having been found to be not practicable.

(Adopted August 3, 1915. Approved by the Governor, October 8, 1915.)

Glenridge Sanatorium, Schenectady County

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the Glenridge Sanatorium, Schenectady county, be amended by adding the word "orderly," competitive examination for said position having been found to be not practicable.

(Adopted September 8, 1915. Approved by the Governor, October 8, 1915.)

School of Agriculture and Domestic Science, Delhi

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the State service be and hereby is amended by adding thereto the following:

"In the State School of Agriculture and Domestic Science, Delhi:

The treasurer."

competitive or non-competitive examination for said position being found to be not practicable.

(Adopted September 8, 1915. Approved by the Governor, October 8, 1915.)

Register, Kings County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Register of Kings county, be amended by striking out the words "chief searcher and examiner; two assistant examiners," said positions being vacant, and competitive examination therefor being considered practicable.

(Adopted September 8, 1915. Approved by the Governor, October 8, 1915.)

State Prisons

Resolved, That subject to the approval of the Governor, the classification of positions in the non-competitive class in the State Prisons, be amended by adding thereto the words "one dog trainer," competitive examination for said position having been found to be not practicable.

(Adopted September 8, 1915. Approved by the Governor, October 8, 1915.)

Conservation Commission

Resolved, That subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Conservation Commission be amended by striking out the words "three assistant deputies attorney-general, appointed pursuant to Section 9, Chapter 318, Laws of 1915," and substituting in lieu thereof the words "Four assistant deputies attorney-general, appointed pursuant to section 9, chapter 318, Laws of 1915," competitive or non-competitive examination for said position having heretofore been found to be not practicable.

(Adopted September 9, 1915. Approved by the Governor October 8, 1915.)

State Hospitals

Resolved, That subject to the approval of the Governor, the classification of positions in the non-competitive class in the State hospital service, be and hereby is amended by adding thereto the words "pupil dietitian and teacher of household economics, compensation not to exceed \$35 per month and maintenance," competitive examination for said position being found to be not practicable.

(Adopted September 9, 1915. Approved by the Governor, October 8, 1915.)

Public Service Commission, First District

Resolved, That subject to the approval of the Governor, the classification of positions in the non-competitive class in the Department of the Public Service Commission for the First District, be and hereby is amended by adding thereto the following:

"five expert lumber inspectors to be employed in the States of Florida, Louisiana, Mississippi and Texas",
competitive examination for said position being found to be not practicable.

(Adopted September 9, 1915. Approved by the Governor, September 21, 1915.)

Superintendent of the Poor, Westchester County

Resolved, That subject to the approval of the Governor, the classification of positions in the non-competitive class in the office

of the Superintendent of the Poor of Westchester county be and hereby is amended by adding thereto the words: "hospital attendant," competitive examination for said position being found to be not practicable.

(Adopted September 9, 1915. Approved by the Governor, October 8, 1915.)

Sheriff, Onondaga County

Resolved, That subject to the approval of the Governor, the classification of positions in the exempt class in the service of Onondaga county, be and hereby is amended by striking out:

"In the office of the Sheriff:

The criminal deputy sheriff; two office deputies "

said positions being obsolete.

(Adopted September 9, 1915. Approved by the Governor, October 8, 1915.)

Public Service Commission, Second District

Resolved, That subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Public Service Commission for the Second District be amended as follows for the purpose of changing designations of positions to conform with new titles carried in the appropriation bill, effective October 1, 1915:

Strike out the words "chief and engineer, division of light, heat and power" and substitute in lieu thereof "chief engineer, division of light, heat and power."

Strike out the words "chief of the division of transportation" and substitute in lieu thereof "chief of division of steam railroads."

Strike out the words "two inspectors, division of transportation" and substitute in lieu thereof "two inspectors of maintenance and operation."

(Adopted September 21, 1915. Approved by the Governor, October 8, 1915.)

Hospital for Incipient Tuberculosis, Ray Brook

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the New

York State Hospital for Incipient Tuberculosis at Ray Brook, be and hereby is amended by adding thereto the word "painters," competitive examination for said position being deemed to be not practicable.

(Adopted September 21, 1915. Approved by the Governor, October 8, 1915.)

Attorney General

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Attorney-General, be and hereby is amended by striking out the words "five deputies in the court of claims bureau," and inserting in lieu thereof "six deputies in the court of claims bureau," competitive or non-competitive examination for said position having been found to be not practicable.

(Adopted September 21, 1915. Approved by the Governor, October 8, 1915.)

Almshouse, Albany County

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the Albany County Almshouse be and hereby is amended by adding thereto the words "one chauffeur," competitive examination for said position having been found to be not practicable.

(Adopted September 22, 1915. Approved by the Governor, October 8, 1915.)

Superintendent of the Poor, Westchester County

Resolved, That subject to the approval of the Governor, the classification of positions in the non-competitive class in the office of the Superintendent of the Poor, Westchester County, be amended by striking out the words "two resident physicians," and substituting in lieu thereof the words "one senior interne; one junior interne," for the purpose of changing titles to better describe the duties of employees.

(Adopted October 7, 1915. Approved by the Governor, November 11, 1915.)

University of the State of New York

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the University of

the State of New York be amended by striking out the words "three assistant commissioners" and substituting in lieu thereof the words "deputy commissioner of education and assistant commissioner for elementary education; assistant commissioner for higher education; assistant commissioner for secondary education," for the purpose of changing the phraseology to comply with titles given in the appropriation bill.

(Adopted October 7, 1915. Approved by the Governor, November 11, 1915.)

Tuberculosis Hospital, Montgomery County

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class be and hereby is amended by adding thereto the following:

"In the Montgomery County Hospital for Tuberculosis:
Janitor; cook; laundress; orderly,"
competitive examination for said positions having been found to be not practicable.

(Adopted October 7, 1915. Approved by the Governor, November 11, 1915.)

Fiscal Supervisor of State Charities

Resolved, That the classification of positions in the exempt class in the office of the Fiscal Supervisor of State Charities, be amended by striking out the words "inspector of heating; inspector of lighting," said positions being obsolete.

(Adopted October 7, 1915. Approved by the Governor, November 11, 1915.)

Banking Department

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the Banking Department, be amended by striking out the words "four deputies" and substituting in lieu thereof the words "three deputies," the position of fourth deputy being obsolete.

(Adopted October 8, 1915. Approved by the Governor, November 11, 1915.)

Department of Public Works

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the Department of Public Works, be and hereby is amended by striking out the words "secretary to the assistant superintendent for the Middle Division," thus transferring said position to the competitive class, and making a uniform classification of all positions of this character in the Department of Public Works.

(Adopted October 8, 1915. Approved by the Governor, November 11, 1915.)

Board of Child Welfare, Erie County

Resolved, That subject to the approval of the Governor, and in accordance with section 13, subdivision 2, of the Civil Service Law, the classification of positions in the exempt class, Erie county service, be amended by adding thereto the following:

"In the office of the Board of Child Welfare:
The Secretary."

(Adopted October 21, 1915. Approved by the Governor, November 11, 1915.)

Department of Highways

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the Department of Highways, be amended by striking out the words "confidential clerk to the first deputy commissioner" and substituting in lieu thereof the words "assistant to the first deputy," effective October 1, 1915.

(Adopted October 29, 1915. Approved by the Governor, November 11, 1915.)

State Commission for the Blind

Resolved, That subject to the approval of the Governor, the classification of positions in the exempt class in the office of the State Commission for the Blind, be amended by striking out the words "field agent," competitive examination for said position being deemed practicable.

(Adopted October 7, 1915. Approved by the Governor, December 14, 1915.)

Board of Child Welfare, Oneida County

Resolved, That, subject to the approval of the Governor, and in accordance with section 13, subdivision 2, of the Civil Service Law, the classification of positions in the exempt class, Oneida county service, be amended by adding thereto the following:

“In the office of the Board of Child Welfare:

The secretary.”

(Adopted October 21, 1915. Approved by the Governor, December 14, 1915.)

Board of Child Welfare, Albany County

Resolved, That, subject to the approval of the Governor, and in accordance with section 13, subdivision 2, of the Civil Service Law, the classification of positions in the exempt class, Albany County service, be amended by adding thereto the following:

“In the office of the Board of Child Welfare:

The secretary.”

(Adopted October 28, 1915. Approved by the Governor, December 14, 1915.)

Letchworth Village, Thiells

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the Letchworth Village at Thiells be amended by adding thereto the word “poultryman”, competitive examination for said position having been found to be not practicable.

(Adopted November 16, 1915. Approved by the Governor, December 14, 1915.)

Department of Health

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class be amended by adding thereto the following:

“In the Department of Health:

Three technical assistants”,

competitive examination for said positions having been found to be not practicable.

(Adopted November 18, 1915. Approved by the Governor, December 14, 1915.)

Executive Department

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the Executive Department be amended by striking out the words "file and index clerk", thus transferring said position to the competitive class, competitive examination being deemed practicable for said position.

(Adopted November 27, 1915. Approved by the Governor, December 14, 1915.)

County Clerk, Suffolk County

Resolved, That, subject to the approval of the Governor, and in accordance with the provision of section 13, subdivision 1, of the Civil Service Law, the classification of positions in the exempt class, Suffolk County service, be, and hereby is, amended by adding thereto the following:

"In the office of the county clerk:
The deputy".

(Adopted November 27, 1915. Approved by the Governor, December 14, 1915.)

Banking Department

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the Banking Department be amended by striking out the words "confidential stenographer to the fourth deputy", said position being obsolete, the incumbent being transferred to the competitive class under the title of stenographer.

(Adopted November 27, 1915. Approved by the Governor, December 14, 1915.)

Institute for the Study of Malignant Disease, Buffalo

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the State Institute for the Study of Malignant Disease at Buffalo be amended by striking out the words "medical interne" and substituting in lieu thereof the words "medical interne, compensation not to exceed \$50 per month and maintenance", competitive

examination for the position at salary in excess of \$50 per month and maintenance being considered practicable.

(Adopted November 27, 1915. Approved by the Governor, December 14, 1915.)

County Court, Kings County

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the County Court, Kings County, be amended by striking out the words "one warden to the Grand Jury", thus transferring said position to the competitive class, competitive examination being deemed practicable.

(Adopted December 8, 1915. Approved by the Governor, December 9, 1915.)

Attorney-General

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Attorney-General be, and hereby is, amended by striking out the words "twenty-one deputies", and substituting in lieu thereof the words "twenty-two deputies", competitive or non-competitive examination for said additional position being deemed to be not practicable.

(Adopted December 8, 1915. Approved by the Governor, December 14, 1915.)

Conservation Commission

Resolved, That, subject to the approval of the Governor, the classification of positions in the exempt class in the office of the Conservation Commission be, and hereby is, amended by striking out the words "four assistant deputies attorney general" and substituting in lieu thereof the words "five assistant deputies attorney-general", competitive or non-competitive examination for said additional position being found to be not practicable.

(Adopted December 8, 1915. Approved by the Governor, December 14, 1915.)

Public Service Commission, First District

Resolved, That, subject to the approval of the Governor, the classification of positions in the non-competitive class in the Department of the Public Service Commission for the First Dis-

strict, be and hereby is amended by striking out the words "five expert lumber inspectors" and substituting in lieu thereof the words "seven expert lumber inspectors", competitive examination for said positions being found to be not practicable.

(Adopted December 8, 1915. Approved by the Governor December 14, 1915.)

Board of Child Welfare, Counties of Monroe, Nassau, Niagara, Onondaga, Orange, Rensselaer, and Ulster

Resolved, That, subject to the approval of the Governor, and in accordance with Section 13, subdivision 2 of the Civil Service Law, the classification of positions in the exempt class in the service of the counties of Monroe, Nassau, Niagara, Onondaga, Orange, Rensselaer, and Ulster, be and hereby is amended by adding in each case the words

"In the office of the Board of Child Welfare:

The secretary".

(Adopted December 8, 1915. Approved by the Governor, December 14, 1915.)

REQUESTS FOR CHANGES IN THE STATE CIVIL SERVICE RULES AND CLASSIFICATION DENIED

Westchester County Almshouse

Resolved, That the application of Superintendent Macy, Westchester County Almshouse, January 12th, for classification in the exempt class of the position of confidential stenographer or clerk and three positions of placing out agent, be and hereby is denied.

(January 23, 1915.)

Board of Supervisors, Niagara County

Resolved, That the application of the clerk of the Board of Supervisors, Niagara County, for classification in the exempt and labor classes, of the following positions at the County Building, be and hereby is denied: superintendent of county building; two assistants (janitors) and watchman.

(February 5, 1915.)

Comptroller, Westchester County

Resolved, That the application of the Comptroller of Westchester County for classification in the exempt class of one position of clerk in his office, be and hereby is denied.

(February 11, 1915.)

Sheriff, Monroe County

Resolved, That the application of Sheriff Owen, Monroe County, for classification in the exempt class of the position of confidential stenographer be and hereby is denied.

(February 12, 1915.)

Secretary of State

Resolved, That the application of Secretary of State Hugo for classification in the exempt class of the following positions in his office, be and hereby is denied: four cashiers; six inspectors; one cashier and bookkeeper, competitive examination for said positions being deemed practicable.

(February 12, 1915.)

Secretary of State

Resolved, That the application of Secretary of State Hugo for classification in the exempt class of positions of chief and deputy chief, motor vehicle bureau, be and hereby is denied.

(February 18, 1915.)

County Court, Bronx County

Resolved, That the application of County Judge Gibbs, Bronx County, for classification in the exempt class of an additional position of county detective, be and hereby is denied, competitive examination for said position being deemed practicable.

(February 26, 1915.)

Department of Public Works

Resolved, That the application of Superintendent of Public Works Wotherspoon, for transfer from the competitive to the exempt class of two positions of investigator and appraiser, be and hereby is denied, as the Commission believes that competition for filling the places is practicable.

(March 4, 1915.)

Treasurer, Westchester County

Resolved, That the application of County Treasurer Archer, Westchester County, for classification in the exempt class of the position of confidential clerk, be and hereby is denied, as the Commission considers it practicable to fill the position as the result of competitive examination.

(March 10, 1915.)

Commission for the Blind

Resolved, That the applications of the State Commission for the Blind, under dates of January 20th, 27th, February 9th and 26th, for classification in the exempt class of three additional positions of home teacher, be and hereby is denied, as the Commission believes that competition for filling said position is practicable.

(March 17, 1915.)

District Attorney, New York County

Resolved, That the application of District Attorney Perkins, New York County, for classification in the exempt class of the position of medical assistant in his office, be and hereby is denied, as the Commission believes that the position is one which can be filled as the result of competitive examination.

(May 28, 1915.)

Tax Commission

Resolved, That the application of the State Tax Commission for classification as exempt of position of confidential stenographer, corporation tax bureau, New York office, be and hereby is denied.

(May 28, 1915.)

Highway Commission

Resolved, That the application of Commissioner of Highways Duffy for classification in the exempt class of an additional position of confidential inspector, office of the first deputy, be and hereby is denied, as the Commission believes the position should be filled as the result of examination, which shall be by promotion if practicable.

(July 7, 1915.)

Industrial Commission

Resolved, That the application of the State Industrial Commission for classification in the non-competitive class of eight positions of deputy, be and hereby is denied, as the Commission believes that competitive examination for the places is practicable.

(July 15, 1915.)

District Attorney, Albany County

Resolved, That the application of the district attorney of Albany County for transfer from the competitive to the exempt class of two positions of officer, be and hereby is denied, as the Commission believes that competitive examination for filling vacancy in said position is practicable.

(September 8, 1915.)

Attorney-General

Resolved, That the application of the Attorney-General for the classification as exempt of one position of confidential clerk and

assistant to first deputy, be and hereby is denied, as the Commission believes that it is practicable to fill the position as the result of competitive examination.

(September 21, 1915.)

Comptroller

Resolved, That the application of Comptroller Travis for reclassification in the exempt class of the positions of confidential record clerk and special auditor for the Canal Board, be and hereby is denied, as it is the opinion of the Commission that competitive examination for each position is practicable.

(September 21, 1915.)

Board of Equalization, Oneida County

Resolved, That the application of the Board of Equalization, Oneida County, for classification in the exempt class of the position of clerk to the Board, be and hereby is denied, and the Chief Examiner instructed to hold a special competitive examination for the position at the earliest possible date.

(September 21, 1915.)

Training School for Boys, Yorktown Heights

Resolved, That the application of the President of the Board of Managers of the State Training School for Boys, Yorktown Heights, for transfer from the competitive to the exempt class of the position of superintendent of said institution, be and hereby is denied, and the Chief Examiner instructed to arrange for a special open competitive examination for the position to be held at the earliest possible date.

(September 21, 1915.)

Department of Public Works

Resolved, That the application of Superintendent of Public Works for the classification in the exempt class of the position of secretary to the assistant superintendent of the Eastern Division, salary \$1,500 per annum, be and hereby is denied, as the Commission believes that competitive examination for filling the place is practicable.

(October 8, 1915.)

Commission for the Blind

Resolved, That the application of Secretary Abbott, Commission for the Blind, for classification in the exempt class of the position of superintendent of women's industries, \$720 per annum, be and hereby is denied, competitive examination for this position being deemed practicable.

(October 28, 1915.)

Fiscal Supervisor

Resolved, That the request of Fiscal Supervisor of State Charities William A. Mallery, Jr., for classification as exempt of position of confidential stenographer at a salary of \$1,200 per annum, be and hereby is denied, as the Commission is of the opinion that the position is one which can be filled by promotion, or by assignment of one of the regular competitive stenographers, or by selection from the appropriate eligible list.

(November 16, 1915.)

County Clerk, Erie County

Resolved, That the application of County Clerk-elect Meahl, Erie county, for classification in the exempt class of seven positions of special deputy clerk, be and hereby is denied, as actual experience has shown that competitive examinations are practicable for essentially similar places.

(December 16, 1915.)

District Attorney, Queens County

Resolved, That the application of District Attorney O'Leary, Queens County, for classification in the exempt class of one position of county detective, \$1,200 per annum, be and hereby is denied, competitive examination for similar position in the service having been found to be practicable.

(December 29, 1915.)

AMENDMENTS TO STATE CIVIL SERVICE REGULATIONS

Regulation VII, Subdivision 3

Resolved, That regulation VII, subdivision 3, be and hereby is amended by adding to the list of positions the term of eligibility of which shall be two years, the words "physiological chemist, Department of Health."

(July 6, 1915.)

Regulation VII, Subdivision 5

Resolved, That regulation VII, paragraph 5, be amended by adding at the end thereof the following: "No declination of an appointment will be accepted unless made in writing and addressed to and filed with the Commission. The name of a person declining appointment shall be stricken from the eligible list unless declination is for one or more of the following reasons: a. Insufficiency of compensation offered; b. Location of employment; c. Temporary inability, physical or otherwise, which must be satisfactorily explained by the candidate."

(April 20, 1915.)

Regulation VII, Subdivision 6

Resolved, That regulation VII, subdivision 6, be amended by adding thereto the following: "Subject to the provisions of section 14 of the Civil Service Law, certifications from the eligible list, men or women, for the position of assistant superintendent, Bureau of Employment, State Industrial Commission, shall be made by groups as follows: Group 1. Brooklyn office, residents of the first, second and ninth judicial districts; Group II. Syracuse office, residents of the third, fourth and fifth judicial districts; Group III. Rochester office, residents of the sixth and seventh judicial districts; Group IV. Buffalo office, residents of the eighth judicial district."

(November 5, 1915.)

Regulation VII, Subdivision 6

Resolved, That regulation VII, subdivision 6, be amended by adding thereto the following:

“ Subject to the provisions of section 14, of the civil service law, certifications from the eligible list for the position of male officer (guard) State Institutions for Women, shall be made by groups as follows:

“ Group 1. Residents of the first, second and ninth judicial districts;

“ Group 2. Residents of the third, fourth, fifth, sixth and ninth judicial districts;

“ Group 3. Residents of the fifth, sixth, seventh and eighth judicial districts.”

(December 9, 1915.)

Regulation XII

Resolved, That regulation XII, positions classed as laborers, be amended by adding thereto the following: “ In the offices of the Surrogate, District Attorney, Assistant District Attorney, County Clerk, Superintendent of Highways and Acting Superintendent of the Poor, Rensselaer county, janitor or janitors for each office.”

(January 13, 1915.)

Resolved, That regulation XII, positions classed as laborers, be and hereby is amended by adding thereto the following: “ In the Albany County Library: Laborer, compensation \$2.50 per day.”

(January 23, 1915.)

Resolved, That regulation XII, positions classed as laborers, be amended by adding thereto the following: “ In the Tuberculosis Hospital, Saratoga County: laborer, maid, watchman, not to exceed \$20 per month.”

(February 25, 1915.)

Resolved, That regulation XII, positions classed as laborers, be and hereby is amended by adding thereto the following: “ In the office of the Board of Supervisors, Niagara County: three laborers at county building, compensation not to exceed \$60 per month each.”

(March 17, 1915.)

Resolved, That regulation XII, positions classed as laborers, be amended by adding thereto the following: "In the department of the sheriff, Rensselaer County: cook, assistant cook."

(March 31, 1915.)

Resolved, That regulation XII, positions classed as laborers, be amended by adding under the county service, the following: "In the Onondaga County Tuberculosis Sanatorium: ward helper; waitress; assistant cook; laundress; seamstress; farmer; teamster; laborer."

(May 13, 1915.)

Resolved, That regulation XII, positions classed as laborers, be and hereby is amended by adding thereto the following: "In the Department of the Reservation Commission at Saratoga Springs: park caretaker."

(May 13, 1915.)

Resolved, That regulation XII, positions classed as laborers, be amended by striking out the following obsolete positions: "In the Village of Batavia: lamp trimmer; laborer, or day workman."

(May 19, 1915.)

Resolved, That regulation XII, under the heading "New York State School of Agriculture at Morrisville" be amended by striking out the words "janitor and laborer, compensation not to exceed \$50 per month" and inserting in lieu thereof "Janitor and laborer, compensation not to exceed \$60 per month."

(May 28, 1915.)

Resolved, That regulation XII, positions classed as laborers, be amended by striking out the following: "In the Village of Saratoga Springs: laborer or day workman; pound master."

(June 23, 1915.)

Resolved, That regulation XII, positions classed as laborers, be amended by striking out:

"In the Department of Labor: Cleaner for the New York Office, at compensation not exceeding \$60 per month", and substituting in lieu thereof:

"In the Department of the State Industrial Commission: Cleaner for the New York Office, at compensation not exceeding \$60 per month."

(July 6, 1915.)

Resolved, That regulation XII, positions classed as laborers, be amended as follows: In the Office of the Board of Elections, Erie County, strike out the words "Carpenters and mechanics at compensation not exceeding \$3.20 per day," and substitute in lieu thereof, "Carpenters and mechanics at compensation not exceeding \$4.00 per day", in order to comply with the prevailing rate of wages, which has been raised in Buffalo from forty to fifty cents per hour.

(August 3, 1915.)

Resolved, That regulation XII, positions classed as laborers, be and hereby is amended by adding thereto the following: "In the State School of Agriculture and Domestic Science, Delhi: laborer."

(September 8, 1915.)

Resolved, That regulation XII, positions classed as laborers, be and hereby is amended by adding thereto the following: "In the Montgomery county hospital for Tuberculosis: domestic; kitchen helper; laborer."

(October 7, 1915.)

Resolved, That regulation XII, relating to positions included in the labor class, be and hereby is amended by adding the position of "waitress" to the list of positions at the Oswego County Tuberculosis Hospital.

(December 8, 1915.)

Resolved, That regulation XII, positions classed as laborers, be amended by including in the office of the Sheriff, Suffolk county, the word "cooks."

(December 9, 1915.)

Resolved, That regulation XII, positions classed as laborers, be amended by adding the word "maid" to the list of positions at the Odell Memorial Tuberculosis Sanatorium, Orange county.

(December 9, 1915.)

Resolved, That regulation XII, positions classed as laborers, be amended in so far as it applies to positions at the Monroe County Court House by adding thereto the word "porter".

(December 29, 1915.)

Resolved, That regulation XII, positions classed as laborers, be amended in so far as it relates to positions in the Oneida County Hospital, by adding thereto the word "seamstress".

(December 29, 1915.)

APPENDIX D

CIVIL SERVICE RULES FOR CITIES OF BATAVIA, MECHANICVILLE,
NORWICH AND SARATOGA SPRINGS APPROVED.

AMENDMENTS TO CITY CIVIL SERVICE RULES APPROVED.

PROPOSED AMENDMENTS TO CITY CIVIL SERVICE RULES DIS-
APPROVED.

EXCEPTIONS FROM COMPETITIVE EXAMINATION UNDER CIVIL SER-
VICE RULES FOR CITIES OF NEW ROCHELLE, NEW YORK, ROME
AND YONKERS APPROVED.

RULES AND REGULATIONS FOR THE CIVIL SERVICE OF THE CITY OF BATAVIA

In compliance with section 11 of the Civil Service Law of the State of New York, the following are prescribed and adopted as the rules for the classification of the offices, places and employment in the classified service of the city of Batavia, N. Y., and for appointments and promotions therein and examination therefor, and for the registration and selection of laborers for employment therein, and for due classification of all officers and positions in the City Service included in the Unclassified Service, Classified Service and Labor Class, and the same shall be valid and take effect upon the approval of the mayor of the city of Batavia, N. Y., and of the State Civil Service Commission of the State of New York:

Rule I. Application of Rules

These rules shall apply to all positions in the public service in the city of Batavia, with the exception of those hereinafter enumerated in the unclassified service.

Rule II. Appointment of Commissioners

For the purpose of ascertaining the merit and fitness of persons seeking or named for positions in the department and offices of the Municipal government to which these rules apply, there shall be a Municipal Civil Service Commission, which shall be composed of three citizens of the City of Batavia, designated and appointed by the Mayor, each of whom shall be known as a Municipal Civil Service Commissioner of the City of Batavia, and not more than two of whom shall belong to the same political party. The Mayor may, at any time, by filing with the City Clerk a written notification of the change, appoint another citizen in the place of any one so designated. It shall be the duty of such Municipal Civil Service Commission to conduct all examinations called for under these rules, and to certify the same in such manner and form as may be prescribed. They shall also make and file

with the State Civil Service Commission such annual and other reports and roster of the classified civil service of said city as required by chapter 15 of the Laws of 1909. The secretary of the board shall keep the minutes of their proceedings and all necessary records of all persons to which these rules apply, and of all appointments, promotions, transfers, dismissals, resignations and changes of any sort therein.

Rule III. Classification of Positions

The civil service of the City of Batavia is divided into the unclassified service and the classified service.

Rule IV. The Unclassified Service

The unclassified service includes:

First — All officers elected by the people.

Second — All election officers.

Third — The head or heads of any department or office of the city government appointed by the Mayor.

Fourth — The heads of departments appointed by the council.

Rule V. The Classified Service

The Classified Service includes all positions not in the Unclassified Service. The positions in the Classified Service are hereby classified in four classes to be known as Class A or Exempt Class, Class B or the Competitive Class, Class C or the Non-competitive Class, Class D or the Labor Class, as enumerated in respective schedules hereunto attached and hereby made a part of these rules.

Rule VI. The Exempt Class

The Exempt Class shall include:

First — The deputies of principal executive officers duly authorized by law to act generally for and in place of their principals.

Second — One secretary of each officer, board and commission authorized by law to appoint a secretary.

Third — Other subordinate offices for the filling of which competitive or non-competitive examination may be found to be not practicable. But no office or position shall be deemed to be in the

Exempt Class unless it is specifically named in such class in schedule of Exempt Class hereto annexed. Not more than one appointment shall be made to or under the title of any such office or position, unless a different number is specifically mentioned in such schedule.

Fourth — In case of an epidemic, riot, flood or other exceeding and necessary emergency, the appointing officers may hire and employ, temporarily, such and so many persons as such emergency renders necessary, forthwith reporting to the Municipal Civil Service Commission the facts in the case and the names of the persons so employed; but no persons so employed shall continue in the service for a longer period than ten days, unless upon written request of the appointing power setting forth the reasons why an extension of the time is necessary, the Municipal Civil Service Commission shall extend the temporary period for an additional ten days.

In case any such extension is authorized the reason therefor shall be set forth in the minutes of the Municipal Civil Service Commission.

Fifth — There shall also be included in the Exempt Class in the event of an epidemic or other similar emergency in which the public health is seriously endangered such experts and special inspectors as the Board of Health may, with the written approval of the Civil Service Commission of the City of Batavia, appoint. Such appointments shall, however, continue only during the existence of such epidemic or similar emergency.

Sixth — The appointment to positions comprised in the Exempt Class may be made without examination under these rules, but such examination may be held upon the request of the appointing officer. Appointing officers must notify the Municipal Civil Service Commission in writing of all appointments to such positions within five days after the same are made, setting forth the full name of such appointee, length of residence in the City of Batavia, date of beginning of service, and term for which appointed, salary, and the name of the person to whose place appointed; all of which shall be duly certified by the appointing officer. In these rules the term "Appointing Officer" shall be construed to include any persons, board or commission having the

power to appoint to any position in the Civil Service of the City of Batavia.

Rule VII. The Competitive Class

The Competitive Class includes all persons employed or appointed in the public service whose position is not specifically included in the Exempt, Non-Competitive or Labor Class, but no examination shall be held for a position until it has been specifically stated in the list for the Competitive Class hereunto annexed.

Rule VIII. Application for Examination Competitive Class

No person shall be appointed to nor employed in any position in the Competitive Class until he shall have passed the examination provided therefor.

Application of competitors for positions included in the Competitive Class must be addressed to the Secretary of the Municipal Civil Service Commission, Batavia, N. Y., at the office of the Commission in said City. The application must be verified and in the handwriting of the applicant. It must state:

First — His full name and residence, giving street and number.

Second — His term of residence in the City of Batavia.

Third — His citizenship.

Fourth — His age, giving date of birth.

Fifth — His place of birth.

Sixth — His previous employment in the public service, if any, and whether he has ever been discharged therefrom, and if so, the reason therefor.

Seventh — His business or employment and residence for the last preceding five years.

Eighth — The extent, place and nature of his education.

Ninth — If in the military or naval service of the United States in the Civil War, the name of organization, or vessel to which attached, date of enlistment or commission, position or rank, date and cause of discharge from the service and any physical disability incurred in such service.

Tenth — Such other information must be furnished as the Commission may reasonably require touching the applicant's merit and fitness for the public service. The application must be accom-

panied by a certificate of a practicing physician of good repute that he has examined the applicant and found him free from any physical defect or disease that would be likely to interfere with the proper discharge of his duties in the position in the Civil Service sought by such applicant, and by the certificate of not less than three or more than five reputable citizens of the city that they have been personally acquainted with the applicant for at least one year, and believe him to be of good moral character, of temperate and industrious habits, and in all respects fit for the service which he wishes to enter, and that they are willing that such certificate shall be published for public information, and will, upon application, give such further testimonials in regard to such applicant as may be required.

Eleventh — The applicant must also state in his application the position he seeks.

Twelfth — All applicants for appointments to positions in the Police Department of the City of Batavia, N. Y., shall in addition to the qualifications elsewhere herein prescribed, be subject to the following: Each such applicant must be not less than twenty-one years of age, or more than thirty-five years of age; must be a citizen of the United States and a resident of the City of Batavia, N. Y., at least one year prior to the date of his application; must be not less than five feet eight inches in height; must have good hearing and eyesight; must be free from any physical defect, deformity or disease, and must, before being admitted to mental examination, be certified by an Examining Physician appointed by the Municipal Civil Service Commission, to be physically qualified for the service; his weight, chest measurement, muscular development and general physical condition must be approximately normal in comparison with his age and height as recognized by medical standards.

Rule IX. Defective Applications —Age Qualifications

Defective applications may be suspended by the Municipal Civil Service Commission and applicants notified to amend the same, but the Municipal Civil Service Commission shall not be compelled to give such notice or grant such opportunity a second time. All candidates for the positions of clerk, stenographer,

library clerk, and bookkeeper shall be at least eighteen (18) years of age and not more than sixty (60) years of age on the date of examination, except as hereinafter provided in Rule XXXVI, or otherwise particularly specified in these rules. Whenever the application does not show that the applicant is within the prescribed limits of age, and is otherwise qualified under the rules, the application will be rejected.

Rule X. Notification of Examination

Whenever the demands of the service may require the Municipal Civil Service Commission will notify in writing the different applicants to appear for examination, giving at least three days previous notice of the place, date and hour of said examination. The place, date and hour of each examination shall be conspicuously posted on the Bulletin Board at office of City Clerk at least ten days previous to the date when the said examination is to be held, and when deemed expedient, advertisement of examination shall be made in the official newspaper of the City of Batavia, N. Y., for such length of time as the Municipal Commission deems advisable; but the notice posted on the Bulletin Board at the City Clerk's office shall be the only public notice of such examination required. All announcements of competitive examinations shall state title of position and department, salary, age limits, subjects of examination and relative weight of each, and any special qualifications or experience desired.

Rule XI. Examinations

In all examinations for appointment and promotion in the Civil Service of the City of Batavia, N. Y., merit and fitness shall be determined by and upon competitive examinations for all positions in the Competitive Class as herein provided. The merit and fitness of all applicants shall be determined by examination conducted by the Municipal Civil Service Commission. Upon all such examinations no rating higher than one hundred per centum shall be given to any person. Lists containing the names and ratings of all applicants found on such examination to be eligible for appointment and promotion for merit and fitness, shall be made up for certification to the person or persons holding the power

of appointment or promotion, in the manner provided in these rules and regulations. No person, whose standing on any obligatory subject is less than fifty, or ascertained average standing on all the obligatory subjects is less than seventy per centum, will be entered upon the eligible list.

Rule XII. Conduct of Examination

The actual conduct of every examination for merit and fitness shall be under the responsible direction of the Municipal Civil Service Commission or its designated members, free from the interference, participation or influence of the appointing officer or officers, or of any person other than the assistant examiners or experts directly employed by the Municipal Civil Service Commission. No person employed in a department for whose benefit an eligible list is to be prepared shall be employed as an expert upon the examination for such eligible list. The Municipal Civil Service Commission may in the examination give such relative importance to the different subjects or matters of examination, whether mental or physical, or to experience, occupation or training as to it may seem fit. At or before the commencement of every examination, the weight to be given every subject included in the examination, and the general average minimum and the minimum, if any allowable, upon each subject shall be announced to the applicant. The appointing officer shall state to the Municipal Civil Service Commission, upon its request and so far as is consistent with these rules, the general qualifications or attainments, physical or mental, or both, and the experience he deems necessary and proper to be possessed by persons filling the position for which an eligible list is to be prepared.

Rule XIII. Character of Examination

All examinations shall be public and practical in their character, and shall relate to those matters which shall fairly test the intelligence, competency, suitability and character of the applicants to discharge the duties of the service for which they seek to be appointed. The Municipal Civil Service Commission, with the approval of the State Civil Service Commission, shall determine when examinations are not practicable in cases relating to the Civil Service in the City of Batavia, N. Y.

Rule XIV. Physical Examination

Whenever physical qualifications are of prime importance to the proper discharge of the duties of any position, applicants must pass an additional examination as to their physical condition and capacity, and be duly certified as qualified in such respects before they shall be accorded a mental examination. Such physical examination shall be made by the Examining Physician appointed by the Municipal Civil Service Commission.

Rule XV. Political Opinions of Candidates

No recommendation or question under the authority of these rules shall relate to the political opinions or affiliations of any person whatever. Nor shall political opinions be discussed or considered by the Municipal Commissioners in their examinations. The Municipal Commission shall not receive or consider any communication as to the qualifications or merits of any candidate for a position except such as are permitted by these rules, and except such communications as they may seek by way of verification of statements made by an applicant.

Rule XVI. Eligible List

Every competitor, who attains an average percentage of seventy (70) or over on all the obligatory subjects in any examination, and whose standing on every such obligatory subject is fifty (50) or over, shall be eligible for appointment to the position for which he was examined; and the names of all eligibles shall be entered in the order of their average percentages on the proper register of eligibles, provided that the names of competitors who have passed *as above* and whose claims for preference under Article V, section 9, of the Constitution have been allowed by the Municipal Commission, shall be placed in the order of their respective percentages at the head of the proper list of eligibles.

When two or more eligibles on a register have the same average percentage, preference in certification shall be determined by the order in which their applications were filed, but neither priority in the date of application nor of examination will give any other advantage in position on the register of eligibles.

The Municipal Civil Service Commission shall prescribe the

character of the distinct eligible lists, designating the positions which may be filled by certification from each of said lists.

The term of an eligible list, except as provided in Subdivision 6 of Rule XXXII, is fixed at not less than one year or more than four years from the date of the establishment of said list. An eligible list which has been in force for a period of one year shall terminate, provided that a new examination has been held and a new eligible list prepared for the same position. Persons whose names appear upon any such eligible list shall be notified by mail when a new examination is to be held for the same position and informed that their eligibility will cease upon the establishment of a new eligible list as a result of the new examination.

Rule XVII. Regrading

When a list has been in force less than one year and contains less than three names a new list for the same position may be prepared after examination. The persons whose names appear upon the former eligible list, who do not take the examination, shall have their names placed upon the new list in accordance with their general average percentage and shall be continued thereon until the end of their term of eligibility. Whenever a person, whose name is on an eligible list for any position, shall enter a new examination for the same position within his term of eligibility, his eligibility on account of the former examination shall cease from the date of filing of the report of the new examination in case he is found qualified, and from such date he shall be credited with the mark and relative position obtained in the new examination.

Rule XVIII

The eligible lists heretofore established for the Village of Batavia by the State Civil Service Commission are hereby continued for certification and appointment in the Municipal Service until new lists can be established. The employees of the Village of Batavia holding offices during the year 1914 in the competitive or non-competitive classes of said village service may continue in the same or similar positions in the city service, upon being duly appointed, without examination.

Rule XIX. Written or Oral Examinations

In the creation of new eligible lists the rating shall be based upon such written or oral examinations, or both, as the Municipal Civil Service Commission shall determine, and all oral examinations shall be stenographically recorded.

Rule XX. Correction of Errors

The Municipal Civil Service Commission shall have power, in its discretion, whenever in its judgment the interest of the public service require it, to order a re-examination of applicants for any position, and shall have the power to correct any error and amend or revoke any schedule, list or other paper or record where it appears that an error or injustice has been done, or where any person whose name appears on any eligible list has for any reason become incapacitated for appointment in the public service to strike such name from said list; provided, however, that after an eligible list is prepared and certified it shall not be altered or revoked except upon notice by mail or otherwise, as the Municipal Commission may direct, to all those persons whose standings may be unfavorably affected by the alteration. The reasons for any such action shall be recorded in full in the minutes of the Municipal Civil Service Commission.

A competitor receiving notice as to the result of his examination and his relative position on the eligible list, may in person, or by his duly authorized agent, in the presence of any member of the Municipal Civil Service Commission, inspect his examination papers, and if in his opinion injustice has been done, he may within ten days after receipt of the notice appeal to the Municipal Civil Service Commission specifying particularly and in detail the cause of his complaint. Such appeal shall be considered by the Municipal Civil Service Commissioners, and, if they deem it necessary, they will direct the revision of the marking or grading of the appellant's papers or otherwise do justice in the premises.

Rule XXI. Certification for Appointment

1. Whenever a vacancy shall occur within any grade of the Competitive or Labor Class, which, in the opinion of the appointing officer, the business of the City requires to be filled, he shall

forthwith notify the Secretary of the Municipal Commission of the vacancy and state whether the same is to be filled by appointment or promotion or by reinstatement, and the title of the position, the duties to be performed, the number of vacancies to be filled and the compensation to be paid.

2. Appointments shall be made to or employment shall be given in all positions in the Competitive and Labor Classes that are not filled by promotion, reinstatement, transfer or reduction, under the provisions of the Civil Service Law and these rules, by appointment from among those standing highest on the eligible list prepared by the Municipal Commission, except as otherwise provided in the Civil Service Law.

3. The Secretary of the Municipal Civil Service Commission shall thereupon, as soon as practicable, certify to the appointing officer for appointment, promotion or reinstatement from the eligible list most nearly appropriate to such position, as it may then exist, the names of the three persons standing highest on such eligible list, indicating such of them, if any, as are honorably discharged soldiers, sailors or marines of the army or navy of the United States in the late Civil War, citizens and residents of this State. The certificate of the Secretary shall in all cases state the relative standing of each of the persons certified.

4. The appointing officer shall thereupon fill said vacancy or vacancies by the appointment of one or more of the persons so certified. Until an appointment has been made from said certification, or until said certification has been cancelled, no new certification shall be made to fill said vacant position or positions.

5. When a requisition is made to fill a position for which no eligible list exists the Municipal Civil Service Commission shall make certification from the eligible list most nearly appropriate for the group in which the position to be filled is classified and wherein the qualifications demanded have been determined by examination.

6. No person on an eligible list shall be certified more than three times to the same appointing officer for the same bureau or institution, except at the request of the said appointing officer, unless the person so certified is a veteran, in which case his name shall continue to be certified so long as it remains on the eligible list under these rules.

If the appointing officer shall certify that a person named in a certification has declined to accept a position offered, the Secretary may certify the name of the person standing next highest upon the eligible list to those already certified.

If a person, who is not entitled to certification, is certified and appointed, his appointment shall be immediately revoked by the appointing officer upon notification by the Municipal Civil Service Commission.

7. No person whose name is upon an eligible list may waive his right to certification or appointment except for one of the following reasons stated in writing to the appointing officer and to the Municipal Civil Service Commission.

(a) Insufficiency of salary attached to the position offered, or

(b) Temporary inability, physical or otherwise, to accept the position offered, the proof of which shall be accepted by the Municipal Civil Service Commission. The Commission shall enter upon its minutes the reasons for its actions in each case, and the waiver shall not continue in effect for a longer period than thirty days from the date of certification. The name of any eligible who shall decline certification or appointment for any reason other than those above specified shall be stricken from the list. Whenever an eligible certified for appointment shall fail to accept an offer of appointment sent to him by mail at his post office address within the four business days next succeeding the mailing of such offer of appointment, he shall be deemed to have declined such appointment. An eligible who has declined an appointment on the ground of the insufficiency of the salary offered shall not thereafter be certified for a position at the same or less salary. Whenever one or more eligibles shall have declined any appointment offered, and an eligible whose relative standing is lower shall have been appointed to the position, the salary or compensation of such appointee shall not be increased within a period of one year after his appointment, beyond that offered to the person so declining.

8. If the appointment shall be made of any person, other than one of the three standing highest on the eligible list, the appointing officer shall forward to the Municipal Civil Service Commission, with the notice of appointment, copies of all correspondence to and from the persons declining such appointment.

Rule XXII. Suspension of Rules.

In case of a vacancy in any position in the Competitive Class where peculiar and exceptional qualifications of a scientific, professional or educational character are required, and upon satisfactory evidence that for specified reasons competition in such special case is impracticable, the Municipal Civil Service Commission may, upon obtaining the approval of the State Civil Service Commission, suspend the provisions of the rule requiring competition in such case, but no such suspension shall be general in its application to such place, and all such cases of suspensions shall be reported to the State Civil Service Commission in the annual report of the Municipal Civil Service Commission, with the reasons for the same.

Rule XXIII. Qualifications as to Residence and Citizenship

Every applicant for examination for appointment to any of the positions enumerated in the Competitive or Non-Competitive Class, or for registration for employment in any of the positions enumerated in the Labor Class, must be a citizen of the United States and an actual resident of the City of Batavia, N. Y., at the time of his application; provided that such requirements as to citizenship and residence may be specially suspended by the Municipal Civil Service Commission as to any position requiring high professional, scientific, technical or educational qualifications, but all such cases with the reasons therefor shall be entered on the records of the Municipal Civil Service Commission opposite the name of the candidate.

Rule XXIV. Requirements in Exceptional Cases

In applications for examinations for positions requiring scientific, professional, technical or educational qualifications, the Municipal Civil Service Commission may require evidence of special education for or of practical experience for a satisfactory term in such profession, art or trade; and shall require the production of such certificates of competency and license as are provided by the statutes of this State as necessary to enable the practice of any profession, art or trade.

Rule XXV. Candidates Unfit for Appointment

Blank forms for application will be furnished by the Municipal Civil Service Commission, without charge, to all persons requesting the same. The Municipal Civil Service Commission may require in connection with such application such certificates of citizens, physicians, public officers or others having knowledge of the applicant as the good of the service may require. The Municipal Civil Service Commission may refuse to examine an applicant, or after examination to certify an eligible, who is found to lack any of the established preliminary requirements for the examination or position for which he applies; or who is physically so disabled as to be rendered unfit for the performance of the duties of the position to which he seeks appointment; or who is addicted to the habitual use of intoxicating beverages to excess; or who has been guilty of a crime; or of infamous or notoriously disgraceful conduct; or who has been dismissed from the public service for delinquency or misconduct; or who has intentionally made a false statement of any material fact, or practiced or attempted to practice any deception or fraud in his application, in his examination or in securing his eligibility or appointment. Any of the foregoing disqualifications shall be good and sufficient cause for the removal of an eligible from the service after his appointment.

When the position to be filled involves fiduciary responsibility, the appointing officer, where otherwise permitted by law, may require the appointee to furnish a bond or other security, and shall notify the Municipal Civil Service Commission of the amount and necessary details thereof.

Rule XXVI. Temporary Appointments

Whenever there are urgent reasons for filling a vacancy in any position in the Competitive Class, and there is no list of persons eligible for appointment after competitive examination, the appointing officer may nominate a person to the Municipal Civil Service Commission for non-competitive examination, and if such nominee shall be duly certified by such Municipal Civil Service Commission as qualified after such non-competitive examination, he may be appointed provisionally to fill such vacancy until a selection and appointment can be made after competitive examina-

tion; but such provisional appointment shall not continue for a longer period than *two months*, nor shall successive temporary appointment be made to the same position under this rule.

Rule XXVII. Methods of Examination — Non-Competitive Class

Positions in the Non-Competitive Class may be filled by the appointing officer in his discretion in respect to the method of examination. The discretion of the officer in such cases shall be limited as follows:

First — He may select from the eligible list prepared as the result of an open competitive examination; or

Second — He may name to the Municipal Civil Service Commission three or more persons for competitive examination, and appoint the one graded highest as the result of an examination for merit and fitness; or

Third — He may appoint or employ any person named by him, who, upon a non-competitive examination by said Municipal Civil Service Commission, shall be duly certified as qualified to discharge the duties of the position.

Rule XXVIII. Character of Qualifications — Non-Competitive Class

Upon the non-competitive examination into the qualifications of a person named for a position in this class, the Municipal Civil Service Commission will give a certificate to such person only when satisfied:

(1) That he is within the limits of age prescribed for the position or employment to which he has been named:

(2) That he is properly certified as free from any physical defect, deformity or disease which is likely to interfere with the proper discharge of his duties;

(3) That his character is such as to qualify him for such position or employment;

(4) That he possesses the requisite knowledge and ability to enter on the discharge of his official duties.

An officer naming a person for examination will at the same time transmit his certificate, that after due inquiry he is satisfied

that the character and habits of the person named, fit him for the public service, and will append to such certificate such formal vouchers and credentials as he may desire to have considered and placed on file.

In the determination of the character and habits of the nominee the certificate thereof by the nominating officer will be considered as essential.

Rule XXIX. Selection of the Method of Examination

Whenever a vacancy in the Non-Competitive Class in any department, office or institution is to be filled, the officer having the authority to fill the same shall notify the Municipal Civil Service Commission which of the three methods, in his discretion, under Rule XXVII he selects; and if the choice be by open competition, the Municipal Civil Service Commission will proceed as for an examination under the Competitive Class; but if the choice be by a limited competition, or by the appointment of a person to be duly certified by the Municipal Civil Service Commission as qualified, the officer aforesaid shall name in such notification the person or persons to be examined, and thereupon the Municipal Civil Service Commission shall notify the person or persons so named of the time, place and all special rules laid down for the examination.

Rule XXX. Registration and Appointment — Labor Class

1. Applicants for position under the Labor Class, who produce satisfactory evidence of their capacity for labor, and their habits as to industry and sobriety, shall be registered in the order of their application. The register shall state (1) name, (2) age, (3) residence, (4) citizenship, (5) number and relationship of all persons depending for actual support on the applicant, (6) service in the army or navy in the Civil War, (7) previous occupation, (8) references and such other information as may be required.

2. When the services of employes in the Labor Class are required, the officer or person having the appointment shall notify the Municipal Civil Service Commission, stating the number of men wanted, the kind of labor for which they are wanted, and the time and place of employment; and the Municipal Civil Service

Commission shall thereupon send to the officer or person making the requisition the names and residences of the number of men called for (if the register contain so many), giving preference to those who have served in the army or navy of the United States during the Civil War and have been honorably discharged therefrom.

3. Such appointing officer shall forthwith return to the Municipal Civil Service Commission the names of all persons employed with the date of employment, provided that if a less number than those certified shall be so employed they shall be those standing highest on the register.

4. All registration lists shall remain in force for a period of not less than one year or more than four years, and new registration lists shall be established when in the opinion of the Municipal Civil Service Commission they seem necessary.

5. There shall be separate applications for the different kinds of labor and employment, and the Municipal Civil Service Commission may establish separate labor lists for the various institutions and departments. The said Municipal Civil Service Commission shall have the power to limit the number of lists upon which an applicant's name shall be registered at the same time. The Municipal Civil Service Commission shall require an applicant for registration for the labor service to furnish such evidence as to his fitness, etc., or pass such examination as may be deemed proper by them, not inconsistent with these rules or the Civil Service Law.

6. In case the Municipal Civil Service Commission is unable to fill a requisition for laborers the fact shall be certified to the officer making the requisition, who shall then make the selection under such rules and regulations as the Municipal Civil Service Commission may from time to time prescribe.

7. The Municipal Civil Service Commission may make such rules as may be necessary to identify the registered applicants, and to preserve a record of their conduct.

8. When the public interest requires the employment of one or more persons at common labor for temporary or emergency purposes, the head of the department may appoint, subject to the previous approval of the Municipal Civil Service Commission, the

persons most available and best fitted for such work, without reference to the registration lists, provided that registered applicants seeking temporary employment, who have notified the Municipal Civil Service Commission of their readiness to serve shall be preferred.

Notice of such appointments, giving the names of the appointees rate of wages, and the occasion and probable duration of their employment shall be immediately filed with the Municipal Civil Service Commission, and all payrolls therefor shall be presented to the Municipal Civil Service Commission for certification as in other cases. Such employment shall not be continued for a longer period than fifteen days without express authorization of such extension by the Municipal Civil Service Commission, and then only for a period or periods of fifteen days.

Record of such authorization with the reasons therefor shall be made a part of the minutes of the Municipal Civil Service Commission and duly noted in its annual report to the State Civil Service Commission.

Rule XXX.I. Probationary Appointments

Except in the cases of veterans of the Civil War, honorably discharged from the military or naval service of the United States, every original appointment to or employment in any position in the Competitive Class shall be for a probationary term of three months, and an appointing or nominating officer in notifying a person certified to him for appointment or employment shall specify the same as for a probationary term only; and if the conduct, capacity and fitness of the probationer are satisfactory to the appointing officer, his retention in the service after the end of such term shall be equivalent to his permanent appointment, but if his conduct, capacity or fitness be not satisfactory he may be discharged at the end of such term.

Whenever two or more persons appointed from the same eligible list are serving as probationers in the same department and there is a necessity for a reduction of the force of such department affecting such persons they shall be preferred for retention in the order of their original standing upon such list.

Rule XXXII. Promotions

1. Whenever a vacancy occurs in any position in the Competitive Class above the lowest grade in any group the Municipal Civil Service Commission shall forthwith arrange to hold a promotion examination limited to those persons who have for more than six months served with fidelity in the next lower grade in such group, in the same office, department or institution, provided that if there be no persons who have served with fidelity for more than six months in the next lower grade, or provided that all persons in the next lower grade fail in any promotion examination, then all persons in the second lower grade who have served with fidelity for more than six months in the same office, department or institution, shall have the right to compete in such promotion examination.

On the request of the appointing officer the Municipal Civil Service Commission may permit persons occupying two or more of the next lower grades to compete for the promotion all reasons for such course being set forth in detail.

Whenever after due trial it is found not practicable to fill a vacancy in any position through promotion in the manner herein prescribed, such vacancy shall be filled by original appointment through competitive examination in accordance with the provisions of Rule XXI.

2. As provided by the Civil Service Law an increase in the salary or other compensation of any person holding an office or position within the scope of these rules beyond the limit fixed for the grade in which such office or position is classified, shall be deemed a promotion.

3. No promotion can be made from a position in one class to a position in another class, unless the same be specially authorized by the Municipal Civil Service Commission, but a person employed in any position, shall not, because of such appointment, be barred from the open competitive examination provided for original entrance to any other position.

4. The appointing officer shall notify the Municipal Civil Service Commission of any vacancy in a position in his office to be filled by promotion, and thereupon, after consultation with the appointing officer the Municipal Civil Service Commission shall direct a competitive examination of those entitled to enter the same

under the provisions of this rule, and shall publish the same by notice, giving date and place, posted conspicuously in the office where such vacancy exists, and sent by mail to those eligible, to such examination.

5. After consultation with the appointing officer under whom the vacancy exists, the Municipal Civil Service Commission may appoint an Examiner. The written part of the examination shall be confined to the duties of the office in which the vacancy occurs, and particularly to the duties of the position to be filled. Due weight will be given to the candidates' seniority and past record in the office, and to any special fitness for the duties of the higher position.

6. The conduct of such an examination and the preparation of the eligible list shall be subject to the general provision of Rules XIII, XIV and XVI, except that the term of an eligible list, prepared as the result of a promotion examination, is fixed at not less than one or more than two years from the date of the establishment thereof.

7. No recommendation of any person for promotion, whether verbal or written, shall be entertained or received unless made in the ordinary course of duty by his immediate officers and official superiors and the presentation of any recommendation other than that of such superiors shall be considered an unwarrantable interference with the public service, and the persons so recommended may be required to show, before being certified for promotion, that such recommendation was not made by his request or connivance.

Rule XXXIII. Transfers, Reinstatements

1. Transfers of clerks and others included in the Competitive Class may be made from one office or department to a similar position in another, by the mutual consent of the heads of such offices or departments.

2. Any person who has held a position by appointment under the Civil Service Rules, and who has been separated from the service through no delinquency or misconduct on his part, may be reinstated without re-examination in the same or similar position in the same office or grade, within one year from the date of such separation, provided that for original entrance to the position pro-

posed to be filled by reinstatement there is not required by these rules in the opinion of the Municipal Civil Service Commission, an examination involving essential tests or qualifications different from or higher than those involved in the examination for original entrance to the position formerly held by the person proposed to be reinstated.

3. Whenever in any department or institution an office or position is abolished, or whenever the number of positions of a certain character is reduced, the person or persons legally holding the office, or filling the position or positions, shall be entitled to reappointment or to reinstatement in the said office or position if it be thereafter within one year re-established under the same or any other designation.

4. Upon the written request of an appointing officer stating the essential facts in regard to any proposed transfer or reinstatement, the Municipal Civil Service Commission will, if such transfer be in accordance with law, and the provisions of these rules issue its certificate of that fact to such officer, but no transfer or reinstatement herein authorized shall be valid unless such certificate is issued.

Rule XXXIV. Political Services or Contributions not Required

No person in the public service is, for that reason, under any obligation to contribute to any political fund or purpose to render any political service, and no person shall be removed or otherwise prejudiced for refusing to do so.

Rule XXXV. Political Action Unaffected

No person in the public service has the right to use his official authority or influence to coerce the political action of any person or body.

Rule XXXVI. Preference of Veterans

Honorably discharged soldiers, sailors or marines from the army or navy of the United States in the late Civil War, who are citizens and residents of the City of Batavia, N. Y., shall be entitled to preference in appointment and promotion without regard to their standing on any list from which appointment or

promotion shall be made; provided their qualifications and fitness shall have been ascertained as provided in these rules; and the person thus preferred shall not be disqualified from holding any position in the Civil Service on account of his age, nor by reason of any physical disability, provided such age or disability does not render him incompetent to perform the duties of the position applied for.

Rule XXXVII. Power of Removal

1. Subject only to the qualifications required to be ascertained in accordance with these rules, the power of appointment and the responsibility of selection are in all cases in the appointing officer. The power to remove existing by law on the part of any officer is not impaired by anything contained in these rules, provided, however, that if a person holding a position subject to competitive examination under these rules, after having successfully passed the probationary term, shall be removed or reduced, the reason therefor shall be stated in writing and filed with the head of the department or other appointing officer, and the person so removed or reduced shall have an opportunity to make an explanation, and in case of an actual removal a written statement of the true grounds thereof shall be forthwith entered upon the records of the department or office in which the person so removed has been employed and a copy of the same forthwith filed with the Municipal Civil Service Commission.

Whenever a position in the Competitive Class of the Civil Service of the City is abolished, or made unnecessary the person holding such a position shall be deemed to be suspended without pay and shall be entitled to reinstatement in the same or any corresponding or similar position if within one year thereafter there be need for his services.

It shall be the duty of the head of the department or office in which the said position has existed to furnish the names of the person or persons so affected to the Municipal Civil Service Commission, with a written statement of the case of each, the date of his original appointment in the service, the nature of his work, and his compensation.

It shall be the duty of the Municipal Civil Service Commission to forthwith place the names of the said person or persons on

a list of suspended employees and for one year thereafter to certify from the said list the names of the person or persons so placed thereon in the order of their original appointment, for reinstatement or re-employment in the same class or grade of work at which they had previously been employed, before making certification from any other list.

The failure of any person on said list of suspended employees to accept, after reasonable notice, any office or position in the service of the City of Batavia, N. Y., involving the same class or grade of work and at the same wages he received in the position formerly held by him, shall be held to be a relinquishment of his right to reinstatement and re-employment as herein set forth.

Nothing in this rule shall be construed to apply to the position of private secretary, cashier or deputy of any official or department.

2. No person holding a position by appointment or employment who is an honorably discharged soldier, sailor or marine, having served as such in the Union Army or Navy during the War of the Rebellion, or who is an honorably discharged soldier, sailor or marine having served as such in the army or navy of the United States during the Spanish-American War or the incidental insurrection in the Philippines prior to July fourth, nineteen hundred and two, or who shall have served a term required by law in the volunteer fire department of any city, town or village of the State of New York, or who shall have been a member thereof at the time of the disbandment of such volunteer fire department, shall be removed from such position, except for incompetency or misconduct shown after a hearing upon due notice upon stated charges, and with the right to such employee or appointee to a review of the same according to law and the statute in such cases made and provided.

If the position so held by an honorably discharged soldier, sailor or marine of the War of the Rebellion, or of the Spanish-American War, or the incidental insurrection in the Philippines prior to July fourth, nineteen hundred and two, or by said volunteer fireman shall become unnecessary or be abolished for reasons of economy or otherwise, the said honorably discharged soldier, sailor or marine, or said volunteer fireman holding said position shall

not be discharged from public service, but shall be transferred to any branch of the said service for duty in such position as he may be fitted to fill, receiving the same compensation therefor; and it is hereby made the duty of all persons clothed with the power of appointment to make such transfer effective.

The burden of proving incompetency or misconduct shall be upon the person or persons alleging the same.

Rule XXXVIII. Dismissals

No one dismissed from the service for misconduct shall be admitted to examination for appointment in any capacity, in any department of the Municipal Service within two years from the date of such dismissal.

Rule XXXIX. Report of Term of Employment

1. It shall be the duty of each City officer, or board of City officers, appointing or employing an officer, clerk or other person in the service of the City, forthwith on such appointment or employment to report to the Municipal Civil Service Commission the name of such appointee or employee, the title or character of his office or employment and the date of the commencement of service by virtue thereof; and forthwith on the termination of such service to report to said Municipal Civil Service Commission the fact and date and cause of such termination.

2. The Municipal Civil Service Commission shall keep in its office an official roster of the classified City Service, and shall enter thereon the name of each and every person who has been appointed to, employed, promoted or reinstated in any position in such service upon such evidence as it may require and deem satisfactory that such person was appointed to, or employed, promoted or reinstated in the service in conformity with the provisions of law and of these rules. The official roster shall show opposite, or in connection with each name, the date of appointment, employment, promotion or reinstatement, and the office in which and the compensation of the position, date of the commencement of service, and the date of transfer in or separation from the service by dismissal, resignation, cancellation, appointment or death.

Rule XL. Certification of Pay Rolls

For the purpose of the certification of pay rolls and accounts as required by section 20 of the State Civil Service Law, appointing officers and heads of departments shall furnish the Municipal Civil Service Commission with pay rolls, accounts and certificates in form and manner as follows:

1. Heads of departments, offices and institutions in the City Service, whose employees are paid individually direct from the treasury of the City, shall furnish the Municipal Service Commission before payment is to be made, a pay roll in duplicate showing the names of the persons to be paid, the title of the position held or kind of service performed by each person, the rate and amount of compensation to which he is entitled, and the period for which he is to be paid, and shall certify that the persons named therein are employed solely in the proper duties of the positions and employments indicated, and that persons described as or proposed to be paid as "laborers" are employed at ordinary unskilled labor only. After examination and certification by Municipal Civil Service Commission as hereinafter prescribed, such pay rolls shall be transmitted by the Municipal Civil Service Commission to the City Clerk or fiscal officer for further examination and payment, as required by law, and one of said duplicates shall accompany the warrant on the City Treasurer or other disbursing officer.

2. For payments for irregular or occasional service, the head of such department, office or institution shall transmit to the Municipal Civil Service Commission the original account or a special pay roll bearing his written approval, which approval shall be deemed to be a certificate of the facts required by the preceding section to be certified on the regular pay rolls. Upon examination and certification by the Municipal Civil Service Commission, such accounts and pay rolls shall be forwarded to the City Clerk or other Fiscal officer.

3. The Secretary of the Municipal Service Commission shall compare such pay roll or account for services with the official roster and shall attach thereto or place thereon a certificate in form substantially as follows:

"I hereby certify that the persons named in the above pay roll, occupying positions in the classified service, have been

appointed or employed in pursuance of the Civil Service Law and of the rules and regulations made in accordance with such law. (Chap. 15, Laws of 1909.)

.....
 Secretary of the Municipal Civil
 Service Commission."

The Municipal Civil Service Commission may designate a commissioner for the purpose of making and signing certificates in the absence of the Secretary.

4. Upon satisfactory evidence that, with intent to evade the provisions of law and of these rules, any person appointed to or employed in any position in the Classified Service has been assigned to perform duties other than those for which he was examined and certified, or under any title not appropriate to the duties to be performed, the Municipal Civil Service Commission will refuse certification of such person for payment of compensation and remove his name from the official roster.

Rule XLI. When Rules Take Effect

These rules shall take effect on and after the date of their approval by the Civil Service Commission of the State of New York.

SCHEDULES

The following is a list of officers and positions in the Civil Service of the City of Batavia, classified in accordance with the foregoing rules and therein referred to:

UNCLASSIFIED SERVICE

First:

Officers elected by the people.

Mayor.

City judge.

City attorney.

City treasurer.

Councilmen.

Supervisors.

Second:

All election officers.

Third:

Head or heads of departments appointed by mayor.
 Water commissioners.
 Examining board of plumbers.
 Members of Municipal Civil Service Commission.

Fourth:

Head or heads of departments appointed by councilmen.
 Commissioner of charities.
 Assessors.
 Members of the board of health.
 Commissioners of deeds.
 Fire Commissioners.
 City engineer.
 Superintendent of public works.
 Acting city judge.
 Chief of police department.
 Superintendent of light and power.

CLASSIFIED SERVICE

Class A, Exempt Class

All deputies of officers and commissioners duly authorized by law to act for their principals, and all persons whose official relations are necessarily strictly confidential to the head of the office in which they serve:

Police attorney.
 Chief and first and second assistant chiefs of volunteer fire department.
 City clerk.
 Deputy city clerk.
 Secretary of the Civil Service Commission.

Class B, Competitive Class

Competitive examinations for the positions in the Civil Service of the City of Batavia shall be held for the following positions, and such other positions not otherwise classified, as the Municipal Civil Service Commission, by unanimous vote, may determine, provided that no examination shall be held for a position for which

an examination under any of the titles here specified would furnish a proper eligible list. Promotion examinations shall be held whenever required by these rules:

Classification

Engineers of the municipal plant.
Assistant chief of police.
Firemen of municipal plant.
Lamp trimmer.
Lineman.
Caretaker of sewer well.
Engineer of steam roller.
Caretaker of sewage disposal plant.
City physician.
Clerk of board of education.
Health officers.
Police.
Milk inspector.
Librarian.
Assistant superintendent of public works.
Nurse.
Police matron.
Janitors.
Inspector of street construction, repairs, sewer and masonry.
Chainmen.
Truant officer.
Bookkeepers.
Clerks.

Class C, Non-Competitive

The Non-Competitive Class includes such positions as are not in the Exempt Class, and which it is impracticable to include in the Competitive Class. It shall comprise the following positions and such positions as may hereafter be added, provided that from time to time the Municipal Civil Service Commission shall transfer positions from this class to the Competitive Class, whenever it may be found practicable to hold competitive examinations to fill them:

Special police. (Not to exceed one week.)

Class D, Labor Class

Foremen.

Laborers.

Drivers.

Teamsters.

The Labor Class shall include all persons employed as laborers or day workmen.

The foregoing rules have been approved and adopted by the Municipal Civil Service Commission of the City of Batavia, N. Y., and are herewith submitted for the approval of the State Civil Service Commission of the State of New York.

Dated Batavia, N. Y., the 28th day of January, 1915.

C. C. BRADLEY,
GEORGE J. GLADE,
GEORGE P. SOUTHWORTH,
Municipal Civil Service Commission.

OFFICE OF MAYOR, }
CITY OF BATAVIA, N. Y., }^{ss:}

In the exercise of the authority conferred by section 11 of the Civil Service Law of the State of New York, the foregoing rules for the Civil Service of the City of Batavia, N. Y., are hereby in all things duly approved.

In Witness Whereof, I have hereunto set my hand and
[L. s.] seal of the City of Batavia, N. Y. this 28th day of
January, 1915.

HARVEY J. BURKHART,
Mayor.

Attest:

I. J. CARMICHAEL,
City Clerk.

STATE OF NEW YORK,
OFFICE STATE CIVIL SERVICE COMMISSION, ALBANY.

The foregoing Rules for the Civil Service of the City of Batavia, N. Y., having been duly examined, are hereby approved by the State Civil Service Commission.

Attest:

January 28, 1915.

JOHN C. BIRDSEYE,
Secretary.

RULES AND REGULATIONS FOR THE CIVIL SERVICE OF THE CITY OF MECHANICVILLE

In compliance with Section 11 of the Civil Service Law of the State of New York, the following are prescribed and adopted as the rules for the classification of the offices, places and employments in the classified service of the City of Mechanicville, N. Y., and for appointments and promotions therein and examinations therefor, and for the registration and selection of laborers for employment therein, and for the due classification of all offices and positions in the City Service included in the Unclassified Service, Classified Service and Labor Class, and the same shall be valid and take effect, and all other rules are revoked, upon the approval of the Mayor of the City of Mechanicville, N. Y., and of the State Civil Service Commission of the State of New York.

Rule I. Application of Rules.

These rules shall apply to all positions in the public service in the City of Mechanicville, with the exception of these hereinafter enumerated in the unclassified service.

Rule II. Appointment of Commissioners

For the purpose of ascertaining the merit and fitness of persons seeking or named for the positions in the departments and offices of the municipal government to which these rules apply, there shall be a Municipal Service Commission, which shall be composed of three citizens of the City of Mechanicville designated and appointed by the City of Mechanicville Council, each of whom shall be known as a Municipal Civil Service Commissioner of the City of Mechanicville, and not more than two of whom shall belong to the same political party. It shall be the duty of such Municipal Civil Service Commissioners to conduct all examinations called for under these rules, and to certify the same in such manner and form as may be prescribed. They shall also make and file with the State Civil Service Commission such annual and other reports and roster of the classified civil service of said

city as required by chapter 15 of the Laws of 1909. The secretary of the board shall keep the minutes of their proceedings and all necessary records of all persons to which these rules apply, and of all appointments, promotions, transfers, dismissals, resignations and changes of any sort therein.

Rule III. Classification of Positions

The Civil Service of the City of Mechanicville is divided into the Unclassified Service and the Classified Service.

Rule IV. The Unclassified Service

The Unclassified Service includes:

First — All officers elected by the people.

Second — All election officers.

Third — The head or heads of any department or office of the city government.

Fourth — Persons employed in or who seek to enter the public service as Superintendents, Principals and Teachers in the educational department of the city.

Rule V. The Classified Service

The Classified Service includes all positions not in the Unclassified Service. The positions in the Classified Service are hereby classified in four classes, to be known as the Exempt Class, the Competitive Class, the Non-Competitive Class, and the Labor Class, as enumerated in respective schedules hereunto attached and hereby made a part of these rules.

Rule VI. The Exempt Class

The Exempt Class shall include:

First — The deputies of municipal executive officers duly authorized by law to act generally for and in place of their principals.

Second — One secretary of each officer, board and commission, authorized by law to appoint a secretary.

Third — Other subordinate officers for the filling of which competitive or non-competitive examination may be found to be not practicable. But no office or position shall be deemed to be in

Exempt Class unless it is specifically named in such class in schedule of Exempt Class hereunto annexed. No more than one appointment shall be made to or under the title of any such office or position unless a different number is specifically mentioned in such schedule.

Fourth — In case of an epidemic, riot, flood or other exceeding and necessary emergency, the appointing officer may hire and employ temporarily such and so many persons as such emergency renders necessary, forthwith reporting to the Municipal Civil Service Commission the facts in the case and the names of the persons so employed; but no person so employed shall continue in the service for a longer period than ten days, unless, upon the written request of the appointing power setting forth the reasons why an extension of time is necessary, the Municipal Civil Service Commission shall extend the temporary period for an additional ten days.

In case any such extensions is authorized the reasons therefor shall be set forth in the minutes of the Municipal Civil Service Commission.

Fifth — There shall also be included in the Exempt Class in the event of an epidemic or other similar emergency in which the public health is seriously endangered, such experts and special inspectors as the Board of Health may, with the written approval of the Civil Service Commission of the City of Mechanicville appoint.

Sixth — The appointments to positions comprised in the Exempt Class may be made without examination under these rules, but such examination may be held upon the request of the nominating or appointing officer. Appointing officers must notify the Municipal Civil Service Commission in writing of all appointments of such positions within five (5) days after the same are made, setting forth the full name of such appointee, length of residence in the City of Mechanicville, date of beginning service, and term for which appointed, salary, and the name of the person in whose place appointed; all of which shall be duly certified by the appointing officer. In these rules the term "nominating or appointing officer" shall be construed to include any person, board or commission having the power to nominate or appoint to any position in the civil service of the City of Mechanicville.

Rule VII. The Competitive Class

The Competitive Class includes all persons employed or appointed in the public service whose position is not specifically included in the Exempt, Non-Competitive or Labor Class, but no examination shall be held for a position until it has been specifically stated in the list for the Competitive Class hereunto annexed.

Rule VIII. Application for Examination — Competitive Class

No person shall be appointed to nor employed in any position in the Competitive Class until he shall have passed the examination provided therefor.

Applications of competitors for position included in the Competitive Class must be addressed to the Secretary of the Municipal Civil Service Commission of Mechanicville, N. Y., at the office of the Commission in the Municipal Building in said City. The application must be verified in the handwriting of the applicant. It must state:

First — His full name and residence, giving street and number.

Second — His term of residence in the City of Mechanicville.

Third — His citizenship.

Fourth — His age, giving date of birth.

Fifth — His place of birth.

Sixth — His previous employment in the public service, if any, and whether he has ever been discharged therefrom, and if so, the reason thereof.

Seventh — His business or employment and residence for the last preceding five (5) years.

Eighth — The extent, place and nature of his education.

Ninth — If in the military or naval service of the United States in the Civil War, the name of organization, or vessel to which attached, date of enlistment or commission, position or rank, date and cause of discharge from the service and physical disability incurred in such service.

Tenth — Such other information must be furnished as the Commission may reasonably require touching the applicant's merit and fitness for the public service. The application must be accompanied by the certificate of not less than three reputable citizens of the city that have been personally acquainted with the applicant

for at least one year, and believe him to be of good moral character, of temperate and industrious habits, and in all respects fit for the service which he wishes to enter, and that they are willing that such certificate shall be published for public information, and will, upon application, give such further testimonials in regard to such applicant as may be required.

Eleventh — The applicant must also state in his application the position he seeks.

Twelfth — All applicants for appointments to positions in the Police Department of the City of Mechanicville, N. Y., shall in addition to the qualifications elsewhere herein described, be subject to the following: Each such applicant must be not less than twenty-one years of age, nor more than forty-five years of age, must be a citizen of the United States and a resident of the City of Mechanicville, N. Y., at least one year prior to the date of his application; must be not less than five feet six inches in height; must have good hearing and eyesight; must be free from any physical defect, deformity or disease, and must, before being admitted to mental examination be certified by an examining Physician appointed by the Municipal Civil Service Commission to be physically qualified for the service; his weight, chest measurement, muscular development and general physical condition must be approximately normal in comparison with his age and height as recognized by medical standards.

Rule IX. Defective Applications — Age Qualifications

Defective applications may be suspended by the Municipal Civil Service Commission and applicants notified to amend same, but the Municipal Civil Service Commission shall not be compelled to give such notice or grant such opportunity a second time. All candidates for the position of Stenographer shall be at least eighteen (18) years of age and not more than sixty (60) years of age at the date of their application, except as hereinafter provided in Rule 35, or otherwise particularly specified in these rules. For all other positions candidates shall be at least twenty-one (21) years of age and not more than sixty (60) years of age at the date of their application, except as hereinafter provided in Rule 35, or otherwise particularly specified in these

rules. Whenever the application does not show that the applicant is within the prescribed limits of age, and is otherwise qualified under the rules, the application will be rejected.

Rule X. Notification of Examination

Whenever the demands of the service may require, the Municipal Civil Service Commission will notify in writing the different applicants, or such number thereof as can be examined conveniently at one time, to appear for examination giving at least three days previous notice of the place, date and hour of each examination. The place, date and hour of each examination shall be conspicuously posted on the Bulletin Board at the office of the Civil Service Commission at least ten days previous to the date when the said examination is to be held, and when deemed expedient advertisement of examinations shall be made in the newspapers of the City of Mechanicville, N. Y., for such length of time as the Municipal Commission deems advisable; but the notice posted on the Bulletin Board at the office of the Civil Service Commission shall be the only public notice of such examination required. All announcements of competitive examinations shall state title of position and department, salary, age limits, subjects of examination and relative weight of each, and any special qualifications or experience desired.

Rule XI. Examinations

In all examinations for appointment and promotion in the Civil Service of the City of Mechanicville, N. Y., merit and fitness shall be determined by and upon competitive examinations for all positions in the Competitive Class as herein provided. The merit and fitness of all applicants shall be determined by examination conducted by the Municipal Civil Service Commission. Upon all such examinations no rating higher than one hundred per centum shall be given to any persons. Lists containing the names and ratings of all applicants found on such examination to be eligible for appointment and promotion for merit and fitness, shall be made up for certification to the person or persons holding the power of appointment or promotion in the manner provided in these rules and regulations.

No person whose standing on any obligatory subject is less than fifty, or ascertained average standing on all the obligatory subjects is less than seventy-five per centum, will be entered upon the eligible list.

Rule XII. Conduct of Examinations

The actual conduct of every examination for merit and fitness shall be under the responsible direction of the Municipal Civil Service Commission or its designated members, free from the interference or participations or influence of the appointing officer or officers, or of any person other than the assistant examiners or experts directly employed by the Municipal Civil Service Commission. No person employed in a department for whose benefit an eligible list is to be prepared shall be employed as an expert upon the examination for such eligible list. The Municipal Civil Service Commission may in the examination give such relative importance to the different subjects or matters of examination, whether mental or physical, or to experience, occupation or training as it may seem fit. At or before the commencement of every examination, the weight to be given every subject included in the examination, and the general or average minimum and the minimum if any allowable, upon each subject shall be announced to the applicant. The nominating or appointing officer shall state to the Municipal Civil Service Commission upon its request and so far as is consistent with these rules the general qualifications or attainments, physical or mental, or both, to be possessed by persons filling the position for which an eligible list is to be prepared.

Rule XIII. Character of Examination

All examinations shall be public and practical in their character, and shall relate to those matters which shall fairly test the intelligence, competency, suitability and character of the applicants to discharge the duties of the service for which they seek to be appointed. The Municipal Civil Service Commission with the approval of the State Civil Service Commission, shall determine when examinations are not practicable in cases relating to the Civil Service in the City of Mechanicville, N. Y.

Rule XIV. Physical Examination

Whenever physical qualifications are of prime importance to the proper discharge of the duties of any position, applicants must pass an additional examination as to their physical condition and capacity, and be duly certified as qualified in such respects before they shall be accorded a mental examination. Such physical examination shall be made by the Examining Physician appointed by the Municipal Civil Service Commission.

Rule XV. Political Opinion of Candidates

No recommendation or question under the authority of these rules shall relate to political opinions or affiliations of any person whatever. Nor shall political opinions be discussed or considered by the Municipal Commissioners in their examinations. The Municipal Commission shall not receive or consider any communication as to the qualifications or merits of any candidate for a position except such as are permitted by these rules, and except such communications as they may seek by way of verification of statements made by the applicant.

Rule XVI. Eligible List

Every competitor who attains an average percentage of seventy-five (75) or over on all the obligatory subjects in any examination and whose standing on every such obligatory subject is fifty (50) or over, shall be eligible for appointment to the position for which he was examined; and the names of all eligibles shall be entered in the order of their average percentages on the proper register of eligibles, provided that the names of competitors who have passed as above and whose claims for preference under Section 9, article 5 of the Constitution have been allowed by the Municipal Commission, shall be placed in the order of their respective percentages at the head of the proper list of eligibles.

When two or more eligibles on a register have the same average percentage, preference in certification shall be determined by the order in which their applications were filed, but neither priority in the date of application nor of examination will give any other advantage in position on the register of eligibles.

The Municipal Civil Service Commission shall prescribe the

character of the distinct Eligible Lists, designating the positions which may be filled by certification from each of said lists.

The terms of an Eligible List, except as provided in Subdivision 6 of Rule XXXI is fixed at not less than one year nor more than four years from the date of the establishment of said list. An Eligible List which has been in force for a period of one year shall terminate provided that a new examination has been held and a new Eligible List prepared for the same position. Persons whose names appear upon any such Eligible List shall be notified by mail when a new examination is to be held for the same position and informed that their eligibility shall cease upon the establishment of a new Eligible List as a result of the new examination.

Rule XVII. Regrading

When an examination for any grade is held before the Eligible List for that grade is exhausted, provided such list has been established for less than one year and contains less than three names, a new list shall be prepared after such examination. The persons upon the former Eligible List who have not been examined for the new Eligible List shall be respectively placed upon the new Eligible List in the position to which the percentage of their aggregate marking upon their former examinations would entitle them if such markings had instead been given them upon the new examination and shall be continued thereon until the end of their term of eligibility.

Rule XVIII. Written or Oral Examination

In the creation of new Eligible Lists the rating shall be passed upon such written or oral examinations, or both, as the Municipal Civil Service Commission shall determine, and all oral examinations shall be stenographically recorded.

Rule XIX. Correction of Errors

The Municipal Civil Service Commission shall have power, in its discretion, whenever in its judgment the interests of the public service require it, to order a re-examination of applicants for any position, and shall have power to correct any error and amend or revoke any schedule, list or other paper or record where

it appears that an error or injustice has been done, or where any person whose name appears on any eligible list has for any reason become incapacitated for appointment in the public service to strike such name from said list provided, however, that after an eligible list is prepared and certified it shall not be altered or revoked except upon notice by mail or otherwise, as the Municipal Civil Service Commission may decide, to all those persons whose standings may be unfavorably affected by the alteration. But the reason for such action shall be recorded in full in the minutes of the Municipal Civil Service Commission.

A competitor receiving notice as to the result of his examination and his relative position on the eligible list, may in person, or by his duly authorized agent in the presence of any member of the Municipal Civil Service Commission, inspect his examination papers, and if in his opinion injustice has been done, he may within ten days after the receipt of the notice appeal to the Municipal Civil Service Commission specifying particularly and in detail the cause of his complaint. Such appeal shall be considered by the Municipal Civil Service Commission, and if they deem it necessary, they will direct the revision of the marking or grading of the applicant's papers or otherwise do justice in the premises.

Rule XX. Certification for Appointment

1. Whenever a vacancy shall occur within any grade of the Competitive or Labor Class which, in the opinion of the nominating or appointing officer, the business of the city requires to be filled, he shall forthwith notify the Secretary of the Municipal Civil Service Commission of the vacancy and state whether the same is to be filled by appointment or promotion or by reinstatement, and the title of the position, the duties to be performed, the number of vacancies to be filled and the compensation to be paid.

2. Appointments shall be made to or employment shall be given in all positions in the competitive and labor classes, that are not filled by promotion, reinstatement, transfer or reduction, under the provisions of the Civil Service Law and these rules, by appointment from among those standing highest on the eligible

list prepared by the Municipal Civil Service Commission, except as otherwise provided in the Civil Service Law.

3. The Secretary of the Municipal Civil Service Commission shall thereupon, as soon as practicable, certify to the nominating or appointing officer for appointment or promotion or for reinstatement from the eligible list most nearly appropriate to such position, as it may then exist, the names of the three persons standing highest on such eligible lists, indicating such of them, if any, as are honorably discharged soldiers, sailors or marines of the army and navy of the United States in the late Civil War, citizens and residents of this State. The certificate of the Secretary shall in all cases state the relative standing of each of the persons certified.

4. The appointing officer shall thereupon fill said vacancy or vacancies by the appointment of one or more of the persons so certified. Until an appointment has been made from said certification or until said certification has been cancelled, no new certification shall be made to fill said vacant position or positions.

5. When a requisition is made to fill a position for which no eligible list exists the Municipal Civil Service Commission shall make certification from the eligible list most nearly appropriate for the group in which the position to be filled is classified and wherein the qualifications demanded have been determined by examination.

6. No person on an eligible list shall be certified more than three times to the same appointing officer for the same bureau or institution, except at the request of the said appointing officer, unless the person so certified is a veteran, in which case his name shall continue to be certified so long as it remains on the eligible list under the rules.

If the appointing officer shall certify that a person named in a certification has declined to accept a position offered, the Secretary may certify the name of the person standing next highest upon the eligible list to those already certified.

If a person who is not entitled to certification is certified and appointed, his appointment shall be immediately revoked by the appointing officer upon notification by the Municipal Civil Service Commission.

7. No person whose name is upon an eligible list may waive his right to certification or appointment except for one of the following reasons stated in writing to the appointing officer and to the Municipal Civil Service Commission.

(a) Insufficiency of salary attached to position offered, or (b) temporary disability, physical or otherwise, to accept the position offered, the proof of which shall be accepted by the Municipal Civil Service Commission. The Commission shall enter upon its minutes the reasons for its action in each case, and the waiver shall not continue in effect for a longer period than thirty days from the date of certification. The name of any eligible who shall decline certification or appointment for any reason other than those above specified shall be stricken from the list. Whenever an eligible certified for appointment shall fail to accept an offer of appointment sent to him by mail at his post office address within the four business days next succeeding the mailing of such offer of appointment, he shall be deemed to have declined such appointment. An eligible who has declined on the ground of the insufficiency of the salary offered shall therefore not thereafter be certified for a position at the same or a less salary. Whenever one or more eligibles shall have declined any appointment offered, and an eligible whose relative standing is lower shall have been appointed to the position the salary or compensation of such appointee shall not be increased within a period of one year after his appointment, beyond that offered to the person so declining.

8. If the appointment shall be made of any person other than one of the three standing highest on the eligible list, the appointing officer shall forward to the Municipal Civil Service Commission, with the notice of appointment, copies of all correspondence to and from the persons declining such appointment.

Rule XXI. Suspension of Rules

In case of a vacancy in any position in the competitive class where peculiar and exceptional qualifications of a scientific, professional or educational character are required and upon satisfactory evidence that for specified reasons competition in such

special cases is impracticable, the Municipal Civil Service Commission may, upon obtaining the approval of the State Civil Service Commission, suspend the provisions of the rule requiring competition in such case, but no such suspension shall be general in its application to such case, and all such cases of suspension shall be reported to the State Civil Service Commission in the annual report of the Municipal Civil Service Commission with the reasons for same.

Rule XXII. Qualifications as to Residence and Citizenship

Every applicant for examination for appointment to any of the positions enumerated in the Competitive or Non-Competitive Class, or for registration or employment in any of the positions enumerated in the Labor Class, must be a citizen of the United States and an actual resident of the City of Mechanicville, N. Y., at the time of his application; provided that such requirements as to citizenship and residence may be specially suspended by the Municipal Civil Service Commission as to any position requiring high professional scientific, technical or educational qualifications, but all such cases with the reasons therefor shall be entered on the records of the Municipal Civil Service Commission opposite the name of the candidate.

Rule XXIII. Requirements in Exceptional Cases

In applications for examinations for positions requiring scientific, professional, technical or educational qualifications, the Municipal Civil Service Commission may require evidence of special education for or of practical experience for a satisfactory term in such profession, art or trade, and shall require the production of such certificates of competency and license as are provided by the statutes of this State as necessary to enable the practice of any profession, art or trade.

Rule XXIV. Candidates Unfit for Appointment

Blank forms for applications will be furnished by the Municipal Civil Service Commission without charge to all persons requesting the same. The Municipal Civil Service Commission may require

in connection with such application such certificates of citizens, physicians, public officers or others having knowledge of the applicant, as the good of the service may require. The Municipal Civil Service Commission may refuse to examine an applicant, or after examination to certify an eligible, who is found to lack any of the established preliminary requirements for the examination or position for which he applies; or who is physically so disabled as to be rendered unfit for the performance of the duties of the position to which he seeks appointment, or who is addicted to the habitual use of intoxicating beverages to excess; or who has been guilty of a crime; or of infamous or notoriously disgraceful conduct; or who has been dismissed from the public service for delinquency or misconduct; or who has intentionally made a false statement of any material fact, or practiced or attempted to practice any deception or fraud in his application in his examination or in securing his eligibility or appointment. Any of the foregoing disqualifications shall be good and sufficient cause for the removal of any eligible from the service after his appointment.

When the position to be filled involves responsibility, the appointing officer, where otherwise permitted by law, may require the appointee to furnish a bond or other security and shall notify the Municipal Civil Service Commission of the amount and necessary details thereof.

Rule XXV. Temporary Appointments

Whenever there are urgent reasons for filling a vacancy in any position in the Competitive Class, and there is no list of persons eligible for appointment after competitive examination, the appointing officer may nominate a person to the Municipal Civil Service Commission for non-competitive examination, and if such nominee shall be duly certified by such Municipal Civil Service Commission, as qualified after such non-competitive examination, he may be appointed provisionally to fill such vacancy until a selection and appointment can be made after competitive examination; but such provisional appointment shall not continue for a longer period than four months, nor shall successive provisional appointments be made to the same position under this rule.

Rule XXVI. Methods of Examination — Non-Competitive Class

Positions in the Non-Competitive Class may be filled by the appointing officer in his discretion in respect to the method of examination. The discretion of the officer in such cases shall be limited as follows:

FIRST: He may select from the eligible list prepared as the result of an open competitive examination, or

SECOND: He may name to the Municipal Civil Service Commission three or more persons for competitive examination and appoint the one graded highest as the result of an examination for merit and fitness, or

THIRD: He may appoint or employ any person named by him, who upon a non-competitive examination by said Municipal Civil Service Commission, shall be duly certified as qualified to discharge the duties of the position.

Rule XXVII. Character of Qualifications — Non-Competitive Class

Upon the non-competitive examination into the qualifications of a person named for a position in this class, the Municipal Civil Service Commission will give a certificate to such person only when satisfied:

(1). That he is within the limits of the age prescribed by the position or employment to which he has been named;

(2). That he is properly certified as free from any physical defect, deformity or disease which is likely to interfere with the proper discharge of his duties;

(3). That his character is such as to qualify him for such position or employment;

(4). That he possesses the requisite knowledge and ability to enter on the discharge of his official duties.

An officer naming a person for examination will at the same time transmit his certificate, that after due inquiry he is satisfied that the character and habits of the person named fit him for the public service, and will append to such certificate such formal vouchers and credentials as he may desire to have considered and placed on file.

In the determination of the character and habits of the nominee the certificate thereof by the nominating officer will be considered as essential.

Rule XXVIII. Selection of the Method of Examination

Whenever a vacancy in the Non-Competitive Class in any department, office or institution is to be filled, the officer having the authority to fill the same shall notify the Municipal Civil Service Commission which of the three methods, in his discretion, under Rule 26 he selects; and if the choice be by open competition, the Municipal Civil Service Commission will proceed as for an examination under the Competitive Class; but if the choice be by a limited competition, or by the appointment of a person to be duly certified by the Municipal Civil Service Commission as qualified, the officer aforesaid shall name in such notification the person or persons to be examined, and thereupon the Municipal Civil Service Commission shall notify the person or persons so named of the time, place and all special rules laid down for the examination.

Rule XXIX. Registration and Appointment — Labor Class

1. Applicants for positions, under the Labor Class, who produce satisfactory evidence of their capacity for labor, and their habits as to industry and sobriety, shall be registered in the order of their application. The register shall state (1) name, (2) age, (3) residence, (4) citizenship, (5) number and relationship of all persons depending for actual support on the applicant, (7) previous occupation, (8) references and such other information as may be required.

2. When the services of employees in the Labor Class are required, the officer or person having the appointment shall notify the Municipal Civil Service Commission, stating the number of men wanted, the kind of labor for which they are wanted, and the time and place of employment; and the Municipal Civil Service Commission shall thereupon send to the officer or person making the requisition the names and residences of the number of men called for (if the register contain so many) giving preference to those who have served in the army and navy of the United States

during the late Civil War and have been honorably discharged therefrom.

3. Such appointing officer shall forthwith return to the Municipal Civil Service Commission the names of all persons employed with the date of employment, provided that if a less number than those certified shall be so employed they shall be those standing highest on the register.

4. All registration lists shall remain in force for a period of not less than one year nor more than four years, and new registration lists shall be established when in the opinion of the Municipal Civil Service Commission they seem necessary.

5. There shall be separate applications for the different kinds of labor and employment, and the Municipal Civil Service Commission may establish separate labor lists for the various institutions and departments. The said Municipal Civil Service Commission shall have the power to limit the number of lists upon which an applicant's name shall be registered at the same time. The Municipal Civil Service Commission shall require an applicant for registration for the labor service to furnish such evidence as to his fitness, etc., or pass such examination as may be deemed proper by them, not inconsistent with these rules or the Civil Service Law.

6. In case the Municipal Civil Service Commission is unable to fill a requisition for laborers the fact shall be certified to the officer making the requisition, who shall then make the selection under such rules and regulations as the Municipal Civil Service Commission may from time to time prescribe.

7. The Municipal Civil Service Commission may make such rules as may be necessary to identify the registered applicants, and to preserve a record of their conduct.

8. When the public interests require the employment of one or more persons at common labor for temporary or emergency purposes, the head of the department may appoint, subject to the previous approval of the Municipal Civil Service Commission, the persons most available and best fitted for such work, without reference to the registration lists, but provided that registered applicants seeking temporary employment, who have notified the Municipal Civil Service Commission of their readiness to serve shall be preferred.

Notice of such appointment, giving the names of the appointees, rate of wages, and the occasion and probable duration of their employment shall be immediately filed with the Municipal Civil Service Commission, and all pay rolls therefor shall be presented to the Municipal Civil Service Commission for certification as in other cases. Such employment shall not be continued for a longer period than fifteen days without express authorization of such extension by the Municipal Civil Service Commission, and then only for a period of fifteen days.

Record of such authorization with the reasons therefor shall be made a part of the minutes of the Municipal Civil Service Commission and duly noted in its annual report to the State Civil Service Commission.

Rule XXX. Probationary Appointments

Except in the case of veterans of the Civil War honorably discharged from the military or naval service of the United States, every original appointment to or employment in any position in the competitive class shall be for a probationary term of three months, and an appointing or nominating officer in notifying a person certified to him for appointment or employment shall specify the same as for a probationary term only; and if the conduct, capacity and fitness of the probationer are satisfactory to the appointing officer his retention in the service after the end of such term shall be equivalent to his permanent employment but if his conduct, capacity or fitness be not satisfactory he may be discharged at the end of such term.

Whenever two or more persons appointed from the same eligible list are serving as probationers in the same department and there is a necessity for a reduction of the force of such department affecting such persons, they shall be preferred for retention in the order of their original standing on the list.

Rule XXXI. Promotions

(1) Whenever a vacancy occurs in any position in the Competitive Class above the lowest grade in any group, the Municipal Civil Service Commission shall forthwith arrange to hold a promotion examination limited to those persons who have for more than six months served with fidelity in the next lower grade in

such group, in the same office, department or institution, provided that if there be no persons who have served with fidelity for more than six months in the next lower grade or provided that all persons in the next lower grade fail in any promotion examination, then all persons in the second lower grade who have served with fidelity for more than six months in the same office, department or institution, shall have the right to compete in such promotion examination.

On the request of the appointing officer the Municipal Civil Service Commission may permit persons occupying two or more of the next lower grades to compete for the promotion, all reasons for such course being set forth in detail.

Whenever after due trial it is found not practicable to fill a vacancy in any position through promotion in the manner herein prescribed, such vacancy shall be filled by original appointment through competitive examination in accordance with the provisions of Rule 20.

(2) As provided by the Civil Service Law an increase in the salary or other compensation of any person holding an office or position within the scope of these rules beyond the limit fixed for the grade in which such office or position is classified, shall be deemed a promotion.

(3) No promotion can be made from a position in one class to a position in another class, unless the same be specially authorized by the Municipal Civil Service Commission, but a person employed in any position, shall not, because of such appointment, be barred from the open competitive examination provided for original entrance to any other position.

(4) The appointing officer shall notify the Municipal Civil Service Commission of any vacancy of a position in his office to be filled by promotion, and thereupon, after consultation, with the appointing officer the Municipal Civil Service Commission shall direct a competitive examination of those entitled to enter the same under the provisions of this rule, and shall publish the same by notice, giving date and place, posted conspicuously in the office where such vacancy exists, and sent by mail to those eligible to such examination.

(5) After consultation with the appointing officer under whom the vacancy exists, the Municipal Civil Service Commission may

appoint an Examiner. The written part of the examination shall be confined to the duties of the office in which the vacancy occurs, and particularly to the duties of the position to be filled. Due weight will be given to the candidate's seniority and past record in the office, and to any special fitness for the duties of the higher position.

(6) The conduct of such an examination and the preparation of the eligible list shall be subject to the general provision of Rules 13, 14 and 16, except that the term of an eligible list prepared as the result of a promotion examination, is fixed at not less than one or more than two years from the date of the establishment thereof.

(7) No recommendation of any person for promotion, whether verbal or written, shall be entertained or received, unless made in the ordinary course of duty by his immediate officers and official superior, and the presentation of any recommendation other than that of such superiors shall be considered an unwarrantable interference with the public service, and the person so recommended may be required to show, before being certified for promotion, that such recommendation was not made by his request or connivance.

Rule XXXII. Transfers, Reinstatements

(1) Transfers of clerks and others included in the Competitive Class may be made from one office or department to a similar position in another, by the mutual consent of the heads of such offices or departments; every such transfer must be reported to the Municipal Civil Service Commission for record within five days from the date thereof. No such transfer will be permitted from a position enumerated in the Competitive Class to a position in the Non-Competitive Class unless the person so transferred passes the Non-Competitive examination for such position, or from a position enumerated in the Non-Competitive Class to a position in the Competitive Class, unless the person so transferred has such a standing upon a proper eligible list as would entitle him to original appointment to such position.

(2) Any person who has held a position by appointment under the Civil Service Rules, and who has been separated from the service through no delinquency or misconduct on his part, may

be reinstated without re-examination in the same or a similar position in the same office or grade, within one year from the date of such separation, provided that for original entrance to the position proposed to be filled by reinstatement there is not required by these rules in the opinion of the Municipal Civil Service Commission, an examination involving essential tests or qualifications different from or higher than those involved in the examination for original entrance to the position formerly held by the person proposed to be reinstated.

(3) Whenever in any department or institution an office or position is abolished, or whenever the number of positions of a certain character is reduced, the person or persons legally holding the office, or filling the position or positions, shall be entitled to reappointment to or reinstatement in the said office or position if it is thereafter within one year re-established under the same or any other designation.

(4) Upon the written request of an appointing officer stating the essential facts in regard to any proposed transfer or reinstatement, the Municipal Civil Service Commission will, if such transfer be in accordance with law and the provisions of these rules, issue the certificate of that fact to such officer, but no transfer or reinstatement herein authorized shall be valid unless such certificate is issued.

Rule XXXIII. Political Service or Contributions Not Required

No person in the public service is, for that reason, under any obligation to contribute to any political fund or purpose to render any political service, and no person shall be removed or otherwise prejudiced for refusing to do so.

Rule XXXIV. Political Action Unaffected

No person in the public service has the right to use his official authority or influence to coerce the political action of any person or body.

Rule XXXV. Preference of Veterans

Honorably discharged soldiers, sailors and marines from the army or navy of the United States in the late Civil War, who are

citizens and residents of the city of Mechanicville, N. Y., shall be entitled to preference in appointment and promotion without regard to their standing on any list from which such appointment or promotion shall be made; provided their qualifications and fitness shall have been ascertained as provided in these rules; and the person thus preferred shall not be disqualified from holding any position in the civil service on account of his age, nor by reason of any physical disability, provided that age or disability does not render him incompetent to perform the duties of the position applied for.

Rule XXXVI. Power of Removal

(1) Subject only to the qualifications required to be ascertained in accordance with these rules, the power of appointment and the responsibility of selection are in all cases in the appointing officer or officers. The power to remove existing by law on the part of any officer is not impaired by anything contained in these rules, provided, however, that if a person holding a position subject to competitive examination under these rules, after having successfully passed the probationary term, shall be removed or reduced, the reasons therefor shall be stated in writing and filed with the head of the department or other appointing officer, and the persons so removed or reduced shall have an opportunity to make an explanation, and in case of an actual removal a written statement of the true grounds thereof shall be forthwith entered upon the records of the department or office in which the person so removed has been employed and a copy of the same forthwith filed with the Municipal Civil Service Commission.

Whenever a position in the Competitive Class of the Civil Service of the city is abolished, or made unnecessary, the person holding such position shall be deemed to be suspended without pay and shall be entitled to reinstatement in the same or any corresponding or similar position if within one year thereafter there be need for his services.

It shall be the duty of the head of the department or office in which the said position has existed to furnish the names of the person or persons so affected to the Municipal Civil Service Commission, with a written statement in the case of each of the date

of his original appointment in the service, the nature of his work, and his compensation.

It shall be the duty of the Municipal Civil Service Commission to forthwith place the names of the said person or persons on a list of suspended employees and for one year thereafter certify from the said list the names of the person or persons so placed thereon in the order of their original appointment, for reinstatement or re-employment in the same class or grade of work at which they had previously been employed, before making certification from any other list.

The failure of any person on said list of suspended employees to accept after reasonable notice any office or position in the service of the City of Mechanicville, N. Y., involving the same class or grade of work and at the same wages he received in the position formerly held by him, shall be held to be a relinquishment of his right to reinstatement or re-employment as herein set forth.

Nothing in this rule shall be construed to apply to the position of private secretary, cashier, or deputy of any official or department.

(2) No person holding a position by appointment or employment who is an honorably discharged soldier, sailor or marine, having served as such in the Union Army or Navy during the war of the rebellion or who is an honorably discharged soldier, sailor or marine, having served as such in the army or navy of the United States during the Spanish-American War or the incidental insurrection in the Philippines prior to July fourth, nineteen hundred and two, or who shall have served the term required by law in the Volunteer Fire Department, of any city, town or village of the State of New York, or who shall have been a member thereof at the time of the disbandment of such Volunteer Fire Department, shall be removed from such position, except for incompetency or misconduct shown after a hearing upon due notice upon stated charges and with the right to such employee or appointee to a review of the same according to law and the statute in such cases made and provided.

If the position as held by an honorably discharged soldier, sailor or marine of the war of the Rebellion or of the Spanish-American War or the incidental insurrection in the Philippines

prior to July fourth, nineteen hundred and two, or by said volunteer fireman shall become unnecessary or be abolished for reasons of economy or otherwise, the said honorably discharged soldier, sailor or marine, or said volunteer fireman holding said position shall not be discharged from the public service, but shall be transferred to any branch of the said service for duty in such position as he may be fitted to fill receiving the same compensation therefor; and it is hereby made the duty of all persons clothed with the power of appointment to make such transfer effective.

The burden of proving incompetency or misconduct shall be upon the person or persons alleging the same.

Rule XXXVII. Dismissals

No one dismissed from the service for misconduct shall be admitted to examination for appointment in any capacity, in any department of the municipal service within two years, from the date of such dismissal.

Rule XXXVIII. Report of Term of Employment

1. It shall be the duty of each city officer or board of city officers, appointing or employing an officer, clerk or other person in the service of the city, forthwith on such appointment or employment to report to the Municipal Civil Service Commission the name of such appointee or employee, the title or character of his office or employment, and the date of the commencement of service by virtue thereof; and forthwith on the termination of such service to report to said Municipal Civil Service Commission the fact and date and cause of such determination.

2. The Municipal Civil Service Commission shall keep in its office an official roster of the classified city service, and shall enter thereon the name of each and every person who has been appointed to, employed, promoted or reinstated in any position in such service, upon such evidence as it may require and deem satisfactory that such person was appointed to, or employed, promoted or reinstated in the service in conformity with the provisions of law and of these rules. The official roster shall show opposite, or in connection with each name, the date of appointment, employment,

promotion or reinstatement and the office in which and the compensation of the position, date of the commencement of the service and the date of transfer in or separation from the service by dismissal, resignation, cancellation, appointment or death.

Rule XXXIX. Certification of Pay Rolls

For the purpose of the certification of payrolls and accounts as required by Section 20 of the State Civil Service Law, appointing officers and heads of departments shall furnish the Municipal Civil Service Commission with pay rolls, accounts and certification in form, and manner as follows:

(1.) Heads of departments, offices and institutions in the city service, whose employees are paid individually direct from the city treasury of the city, shall furnish the Municipal Civil Service Commission before payment is to be made, a payroll in duplicate showing the names of the persons to be paid, the title of the position held or kind of service performed by each person, the rate and amount of compensation to which he is entitled, and the period for which he is to be paid, and shall certify that the persons named therein are employed solely in the proper duties of the positions and employments indicated, and that persons described as or proposed to be paid as "laborers" are employed at ordinary unskilled labor only. After examination and certification by the Municipal Civil Service Commission as hereafter prescribed, such payrolls shall be transmitted by said Municipal Civil Service Commission to the City Clerk or fiscal officer for further examination and payment, as required by law, and one of said duplicates shall accompany the warrant on the City Treasurer or other disbursing officer.

(2.) For payments for irregular or occasional service, the head of such department, office or institution shall transmit to the Municipal Civil Service Commission the original account or a special payroll bearing his written approval, which approval shall be deemed to be a certificate of the facts required by the preceding section to be certified on the regular payrolls. Upon examination and certification by the Municipal Civil Service Commission such accounts and payrolls shall be forwarded to the City Clerk or other fiscal officer.

3. The Secretary of the Municipal Civil Service Commission shall compare such payrolls or account for services with the official roster and shall attach or place thereon a certificate in form substantially as follows:

“ I hereby certify that the persons named in the above payroll, occupying positions in the classified service, have been appointed or employed in pursuance of the Civil Service Law and the rules and regulations made in accordance with such law. (Chapter 15, Laws of 1909.)

.....
Secretary Municipal Civil Service Commission.”

The Municipal Civil Service Commission may designate a commissioner for the purpose of making and signing certificates in the absence of the secretary.

(4.) Upon satisfactory evidence that, with intent to evade the provisions of the law and of these rules, any person appointed to or employed in any position in the classified service has been assigned to perform duties other than those for which he was examined and certified, or under any title not appropriate to the duties to be performed, the Municipal Civil Service Commission will refuse certification of such person for payment of compensation and remove his name from the official roster.

Rule XL

Any person who, at the time of the incorporation of the City of Mechanicville, was holding a position in the service of the village of Mechanicville, Town of Halfmoon, or County of Saratoga, may, in the discretion of the appointing officer or board, be continued in the same or similar positions in the Civil Service of the City of Mechanicville from and after the date of the approval of these rules, without examination.

Rule XLI. When the Rules Take Effect

These rules shall take effect on and after the date of their approval by the State Civil Service Commission of the State of New York.

SCHEDULES

The following is a list of the officers and positions in the Civil Service of the City of Mechanicville, classified in accordance with the foregoing rules, and therein referred to:

UNCLASSIFIED SERVICE

FIRST: The Mayor, City Commissioners, all officers elected by the People, Members of the Municipal Civil Service Commission, Members of the Municipal Examining Board of Plumbers and all Election Officers and Inspectors.

SECOND: Persons employed in or who seek to enter the public service as Superintendent, Principals, or Teachers under the Education Department of the City, namely: The Superintendent, Principals and Teachers employed by the Board of Education.

CLASSIFIED SERVICE

Exempt Class

City Attorney.

City Judge.

City Engineer (per diem employment).

Fire Chief and Fire Warden.

Assistant Fire Chief and Assistant Fire Warden.

City Stenographer and City Accountant.

Two City Marshalls (paid by fees).

Competitive Class

Competitive examinations for positions in the Civil Service of the City of Mechanicville shall be held for the following positions, and for all other positions, not otherwise classified, which shall be added to the following list, provided that no examination shall be held for a position for which an examination under any of the titles here specified would furnish a proper eligible list. Promotion examinations shall be held whenever required by these rules.

Superintendent of Department of Charities and Corrections.

Clerk.

Janitor of Municipal Building.

Chief of Police.

Patrolmen.

Health Officer.

Water and Sewer Superintendent.
 Superintendent of Streets and Parks.
 Inspector of Sanitation and Plumbing.

Non-Competitive Class

City Physician.
 Poundmaster.

Labor Class.—Laborers and Day Workmen.

The foregoing rules and regulations have been approved and adopted by the Municipal Civil Service Commission of the City of Mechanicville, N. Y., and are herewith submitted for approval by the State Civil Service Commission of the State of New York.

Dated, Mechanicville, N. Y., the 8th day of September, 1915.

ROBERT FRAZIER,
 C. R. SHEFFER,
 A. M. RYAN,

Municipal Civil Service Commission.

City of Mechanicville, }
 Office of the Mayor, } ss.:

In the exercise of the authority conferred by Section 11 of the Civil Service Law of the State of New York, the foregoing rules and regulations for the Civil Service of the City of Mechanicville, N. Y., are hereby in all things approved.

In Witness Whereof, I have hereunto set my hand and seal this 8th day of September 1915,

HOMER ECKERSON, (L. S.)

Mayor of City of Mechanicville.

Attest:

EDWARD J. HUNT,
City Clerk.

STATE OF NEW YORK,

OFFICE STATE CIVIL SERVICE COMMISSION, ALBANY.

September 9, 1915.

The foregoing rules and regulations for the Civil Service of the City of Mechanicville, N. Y., having been duly examined, are hereby approved by the State Civil Service Commission.

JOHN C. BIRDSEYE,

Secretary.

RULES AND REGULATIONS FOR THE CIVIL SERVICE OF THE CITY OF NORWICH

In compliance with Section 11 of the Civil Service Law of the State of New York, the following are prescribed and adopted as the rules for the classification of offices, places and employment in the classified service of the City of Norwich, N. Y., and for appointment and promotion therein and examination therefor and for the registration and selection of laborers for employment therein, and for the due classification of all offices and positions in the Civil Service included in the Unclassified and Classified Service, and the same shall be valid and take effect, and all other rules are revoked, upon the approval of the Mayor of the City of Norwich, N. Y., and the State Civil Service Commission of the State of New York.

Rule I. Application of Rule

These rules shall apply to all positions in the public service in the City of Norwich, with the exception of those hereinafter enumerated in the Unclassified Service.

Rule II. Appointment of Commissioners

For the purpose of ascertaining the merit and fitness of persons seeking or named for positions in the departments and offices of the municipal government to which these rules apply, there shall be a municipal Civil Service Commission, which shall be composed of three citizens of the City of Norwich, N. Y., designated and appointed by the Common Council, pursuant to the Charter of the City of Norwich, N. Y., each of whom shall be known as a municipal Civil Service Commissioner of the City of Norwich, not more than two of whom shall belong to the same political party. It shall be the duty of such municipal Civil Service Commission to conduct all examinations called for under these rules and to certify the same in such manner and form as may be prescribed. They shall also make and file with the State Civil Service Commission such annual and other reports and roster of the Classified

Civil Service of said City as required by Chapter 15 of the Laws of 1909, and any and all acts amendatory thereof. The Secretary of the Board shall keep the minutes of its proceedings and all necessary records of all persons to which these rules apply, and of all appointments, promotions, transfers dismissals, resignations and changes of any sort therein.

Rule III. Classification of Positions

The Civil Service of the City of Norwich, is divided into the Unclassified Service and the Classified Service.

Rule IV. The Unclassified Service

The Unclassified Service includes:

FIRST: All officers elected by the people.

SECOND: All election officers.

THIRD: The head or heads of any department or office of the City Government.

(The employees of the Educational Department are not included herein for the reason that the Public School System continues as heretofore and is not connected with the City Government.)

Rule V. The Classified Service

The Classified Service includes all positions not in the Unclassified Service. The positions in the Classified Service are included in classes as follows: Competitive, Non-Competitive and Labor, as enumerated in respective schedules hereunto attached and hereby made a part of these rules.

Rule VI. The Exempt Class

The exempt class shall include:

FIRST: The deputies of principal executive officers duly authorized by law to act generally for and in place of their principals.

SECOND: One Secretary or Clerk of each officer, board and commission authorized by law to appoint a secretary or clerk.

THIRD: Other subordinate offices for the filling of which competitive or non-competitive examinations may be found to be not practicable, but no office or position shall be deemed to be in the

exempt class unless it is specifically named in such class in schedule of exempt class hereunto annexed. Not more than one appointment shall be made to or under the title of any such office or position, unless a different number is specifically mentioned in such schedule.

FOURTH: In case of an epidemic, riot, flood, or other exceeding and necessary emergency, the appointing officer or board may hire and employ, temporarily, such and so many persons as such emergency renders necessary, forthwith reporting to the municipal civil service commission the facts in the case and the names of the persons so employed; but no person so employed shall continue in the service for a longer period than ten days, unless upon the written request of the appointing power, setting forth the reasons why the extension of time is necessary, the municipal civil service commission shall extend the temporary period for an additional ten days. In case such extension is authorized the reasons therefor shall be set forth in the minutes of the municipal civil service commission.

FIFTH: There shall also be included in the exempt class in the event of an epidemic or other similar emergency in which the public health is seriously endangered, such experts and special inspectors as the Board of Health may with the written approval of the Civil Service Commission of the City of Norwich appoint.

SIXTH: The Appointments to Positions in the exempt class may be made without examination under these rules, but such examination may be held upon the request of the nominating or appointing officer, or board. Appointing officers or boards must notify the Municipal Civil Service Commission in writing of all appointments to such positions within five days after the same are made, setting forth the full name of such appointee, length of residence in the City of Norwich, date of beginning of service, and term for which appointed, salary and the name of the person to whose place appointed; all of which shall be duly certified by the appointing officer or board. In these rules the term "nominating" or "appointing" officer shall be construed to include any persons, board or commission having the power to nominate or appoint to any position in the Civil Service of the City of Norwich.

Rule VII. The Competitive Class

The Competitive Class includes all persons employed or appointed in the public service whose position is not specifically included in the Exempt, Non-competitive or Labor Class, but no examination shall be held for a position until it has been specifically stated in the list for the competitive class hereunto annexed.

Rule VIII. Application for Examination — Competitive Class

No person shall be appointed to or employed in any position in the Competitive Class until he shall have passed the examination provided therefor. Applications of competitors for a position included in the Competitive Class must be addressed to the Secretary of the Municipal Civil Service Commission of Norwich, N. Y., at the office of the Commission in said City. The application must be verified in the handwriting of the applicant. It must state: His full name, residence and post office address, giving street and number, his term of residence in the City of Norwich.

THIRD: His citizenship.

FOURTH: His age, giving place and date of birth.

FIFTH: His previous employment in the public service, if any, and whether he has ever been discharged therefrom and if so for what reason.

SIXTH: His business or employment and residence for the last preceding five years.

SEVENTH: The extent, place and nature of his education.

EIGHTH: His health and physical capacity for the public service.

NINTH: If in the Military or Naval Service of the United States in the Civil War, the name of organization or vessel to which attached, date of enlistment or commission, position or rank, date and cause of discharge from the service and any physical disability incurred in such service.

TENTH: Such other information must be furnished as the commission may reasonably require touching the applicant's merits and fitness for the public service. The application must be accompanied by the certificate of not less than three reputable citizens of the City that they have been personally acquainted with the applicant for at least one year, and believe him to be of good moral

character, of temperate and industrious habits and in all respects fit for the service which he wishes to enter and that they are willing that such certificate shall be published for public information and will, upon application, give such further testimonials in regard to such applicant as may be required.

ELEVENTH: The applicant must also state in his application the position he seeks.

TWELFTH: All applicants for appointments to positions in the Police Department in the City of Norwich, New York, shall in addition to the qualifications elsewhere herein prescribed, be subject to the following: Each such applicant must be not less than twenty-five years of age and not more than forty years of age; must be a citizen of the United States and a resident of the City of Norwich, New York, at least one year prior to the date of his application; must not be less than five feet, six inches in height; must have good hearing and eyesight; must be free from physical defects, deformity or disease, and must, before being admitted to mental examination be certified by an examining physician appointed by the Municipal Civil Service Commission, to be physically qualified for the service; his weight, chest measurement, muscular development and general physical condition must be approximately normal in comparison with his age and height as recognized by medical standards.

Rule IX. Defective Applications—Age Qualifications

Defective Applications may be suspended by the Municipal Civil Service Commission and applicants notified to amend the same, but the Municipal Civil Service Commission shall not be compelled to give such notice or grant such opportunity for a second time. All candidates for position in the City service shall be at least twenty-one years of age and not more than sixty years of age at the date of their application except as provided in Rule 8, Rule 35, or otherwise particularly specified in these rules. Whenever the application does not show that the applicant is within the prescribed limit of age, and is otherwise qualified under the rules, the application will be rejected.

Rule X. Notification of Examination

Whenever the demands of the service may require, the Municipal Civil Service Commission will notify in writing the different applicants, to appear for examination, giving at least three days' previous notice of the place, date and hour of each examination. The place, date and hour of each examination shall be conspicuously posted on the bulletin board at the City Hall at least ten days previous to the date when the said examination is to be held and when deemed expedient, advertisement of examination shall be made in the newspapers of the City of Norwich, New York, for such length of time as the Municipal Commission deems advisable; but the notice posted at the City Hall shall be the only public notice of such examination required. All announcements of competitive examinations shall state title of position, and department, salary, age limits, subjects of examination and relative weight of each, and any special qualifications or experience desired.

Rule XI. Examinations

In all examinations for appointment and promotion in the Civil Service of the City of Norwich, New York, merit and fitness shall be determined by and upon competitive examination for all positions in the competitive class as herein provided. The merit and fitness of all applicants shall be determined by examination conducted by the Municipal Civil Service Commission. Upon all such examinations no rating higher than one hundred per centum shall be given to any person. Lists containing the names and ratings of all applicants found on such examination to be eligible for appointment or promotion for merit and fitness, shall be made up for certification to the person or persons holding the power of appointment or promotion, in the manner provided in these rules and regulations.

No person whose standing on any obligatory subject is less than fifty or ascertained average standing on all the obligatory subjects is less than seventy-five per centum, will be entered upon the eligible list.

Rule XII. Conduct of Examinations

The actual conduct of every examination for merit and fitness shall be under the responsible direction of the Municipal Civil Service Commission or its designated members, free from the interferences or participation or influence of the appointing officer or officers, or of any person other than the assistant examiners or experts directly employed by the Municipal Civil Service Commission. No person employed in a department for whose benefit an eligible list is to be prepared shall be employed as an expert upon the examination for such eligible list. The Municipal Civil Service Commission may in the examination give such relative importance to the different subjects or matters of examination, whether mental or physical, or to experience, occupation or training as to it may seem fit. At or before the commencement of every examination, the weight to be given to every subject included in the examination, and the general or average minimum and the minimum if any allowable, upon each subject shall be announced to the applicant. The nominating or appointing officer shall state to the Municipal Civil Service Commission upon its request and so far as is consistent with these rules, the general qualification or attainments, physical or mental, or both and the experience he deems necessary and proper to be possessed by persons filling the position for which an eligible list is to be prepared.

Rule XIII. Character of Examination

All examinations shall be public and practical in their character, and shall relate to those matters which shall fairly test the intelligence, competency, suitability and character of the applicants to discharge the duties of the service for which they seek to be appointed. The Municipal Civil Service Commission with the approval of the State Civil Service Commission, shall determine when examinations are not practicable in cases relating to the Civil Service of the City of Norwich, N. Y.

Rule XIV. Physical Examination

Whenever physical qualifications are of prime importance to the proper discharge of the duties of any position, applicants must pass an additional examination as to their physical condition and

capacity and be duly certified as qualified in such respects before they shall be accorded a mental examination. Such physical examination shall be made by the examining physician appointed by the Municipal Civil Service Commission.

Rule XV. Political Opinions of Candidates

No recommendation or question under the authority of these rules shall relate to the political opinions or affiliations of any person whatever. Nor shall political opinions be discussed or considered by the Municipal Commissioners in their examination. The Municipal Commission shall not receive or consider any communication as to the qualification or merits of any candidate for a position except such as are permitted by these rules, and except such communications as they may seek by way of verification of statements made by the applicant.

Rule XVI. Eligible List

Every competitor who attains an average percentage of seventy-five (75) or over on all the obligatory subjects in any examination, or whose standing on every such obligatory subjects is fifty (50) or over, shall be eligible for appointment to the position for which he was examined; and the names of all eligibles shall be entered in the order of their average percentages on the proper register of the eligibles, provided that the names of competitors who have passed as above and whose claims for preference under Section 9, Article 5 of the constitution have been allowed by the Municipal Commission, shall be placed in order of their respective percentages at the head of the proper list of eligibles. When two or more eligibles on a register have the same average percentage, preference in certification shall be determined by the order in which their applications were filed, but neither priority in the date of application or of examination will give any other advantage in position on the register of eligibles.

The Municipal Civil Service Commission shall prescribe the character of the distinct eligible list designating the positions which may be filled by certification from each of said lists. The term of an eligible list, except as provided in Subdivision 6 of Rule 31, is fixed at not less than one year nor more than four years from

the date of the establishment of said list. An eligible list which has been in force for a period of one year shall terminate provided that a new examination has been held and a new eligible list prepared for the same position. Persons whose names appear upon any such eligible list shall be notified by mail when a new examination is to be held for the same position, and informed that their eligibility will cease upon the establishment of a new eligible list as a result of the new examination.

Rule XVII. Regrading

Where an examination for any grade is held before the eligible list for that grade is exhausted, provided such list has been established for less than one year and contains less than three names, a new list shall be prepared for such examination. The persons upon the former eligible list who have not been examined for the new eligible list shall be placed upon the new eligible list in the position to which the percentage of their aggregate markings upon their former examination would entitle them if such marking had instead been given them upon the new examination, and shall be continued thereon until the end of their term of eligibility.

Rule XVIII. Written or Oral Examinations

In the creation of new eligible lists the rating shall be based upon such written or oral examinations or both, as the Municipal Civil Service Commission shall determine, and all oral examinations shall be stenographically recorded.

Rule XIX. Correction of Errors

The Municipal Civil Service Commission shall have power in its discretion whenever in its judgment the interests of the public service require it, to order a re-examination of applicants for any position, and, shall have power to correct any errors and amend or revoke any schedule, list or other paper or record where it appears that an error or injustice has been done, or where any person whose name appears on an eligible list has for any reason become incapacitated for appointment in the public service to strike such name from said list, provided, however, that after an eligible

list is prepared and certified it shall not be altered or revoked except upon notice by mail or otherwise as the Municipal Civil Service Commission may decide, to all those persons whose standing may be unfavorably affected by the alterations. The reason for any such action shall be recorded in full in the minutes of the Municipal Civil Service Commission.

A competitor receiving notice as to the result of his examination and his relative position on the eligible list may in person, or by his duly authorized agent, in the presence of any member of the Municipal Civil Service Commission, inspect his examination papers, and if in his opinion injustice has been done, he may within ten days after receiving the notice appeal to the Municipal Civil Service Commission specifying specifically and in detail the cause of his complaint. Such appeal shall be considered by the Municipal Civil Service Commission, and if they deem it necessary, they will direct the revision of the marking or rating of the applicant's papers or otherwise do justice in the premises.

Rule XX. Certification for Appointment

1. Whenever a vacancy shall occur within any grade of the competitive or labor class, which, in the opinion of the nominating or appointing officer, the business of the city requires to be filled, he shall forthwith notify the Secretary of the Municipal Civil Service Commission of the vacancy and state whether the same is to be filled by appointment or promotion or by reinstatement, and the title of the position, the duties to be performed, the number of vacancies to be filled and the compensation to be paid.

2. Appointments shall be made to or employment shall be given in all positions in the Competitive and Labor Classes, that are not filled by promotion, reinstatement, transfer or reduction, under the provisions of the Civil Service Law and these rules, by appointment, from among those standing highest on the eligible list prepared by the Municipal Civil Service Commission, except as otherwise provided in the Civil Service Law.

3. The Secretary of the Municipal Civil Service Commission shall thereupon, as soon as practicable, certify to the nominating or appointing officer for appointment, or promotion or for rein-

statement from the eligible list most nearly appropriate to such position, as it may then exist, the names of the three persons standing highest on such eligible list indicating such of them, if any, as are honorably discharged soldiers, sailors or marines of the army or navy of the United States in the late Civil War, citizens and residents of this State. The certificate of the Secretary shall in all cases state the relative standing of each of the persons certified.

4. The appointing officer or Board shall thereupon fill said vacancy or vacancies by the appointment of one or more of the persons so certified. Until an appointment has been made, or until such certification has been cancelled, no new certification shall be made to fill said vacant position or positions.

5. When a requisition is made to fill a position for which no eligible list exists the Municipal Civil Service Commission shall make certification from the eligible list most nearly appropriate for the group in which the position to be filled is classified and wherein the qualifications demanded have been determined.

6. No person on an eligible list shall be certified more than three times to the same appointing officer for the same bureau or institution, except at the request of the said appointing officer, unless the person so certified is a "veteran," in which case his name shall continue to be certified so long as it remains on the eligible list under the rule.

If the appointing officer shall certify that a person named in a certification has declined to accept the position offered, the Secretary may certify the name of the person standing next highest upon the eligible list to those already certified.

If a person who is not entitled to certification is certified and appointed his appointment shall be immediately revoked by the appointing officer upon notification by the Municipal Civil Service Commission.

7. No person whose name is upon an eligible list may waive his right to certification or appointment except for one of the following reasons stated in writing to the appointive officer or to the Municipal Civil Service Commission.

- (a) Insufficiency of salary attached to the position offered, or
- (b) Temporary disability, physical or otherwise, to accept the position offered, the proof of which shall be accepted by Municipal Civil Service Commission.

The Commission shall enter upon its minutes the reason for its action in each such case, and the waiver shall not continue in effect for a longer period than thirty days from the date of certification. The name of an eligible who shall decline certification or appointment for any reason other than those above specified shall be stricken from the list. Whenever an eligible certified for appointment shall fail to accept an offer of appointment sent to him by mail at his postoffice address within four business days next succeeding the mailing of such offer of appointment, he shall be deemed to have declined such appointment. An eligible who has declined an appointment on the grounds of the insufficiency of the salary offered shall not thereafter be certified for a position at the same or a less salary. Whenever one or more eligibles shall have declined any appointment offered, and an eligible whose relative standing is lower shall have been appointed to the position, the salary or compensation of such appointee shall not be increased within a period of one year after his appointment, beyond that offered to the person so declining.

8. If the appointment shall be made of any person other than one of the three standing highest on the eligible list the appointing officer shall forward to the Municipal Civil Service Commission, with notice of appointment, copies of all correspondence to and from the persons declining such appointment.

Rule XXI. Suspension of Rule

In case of vacancy in any position in the Competitive Class where peculiar and exceptional qualifications of a scientific, professional or educational character are required, and upon satisfactory evidence that for specified reasons competition in such special cases is impracticable, the Municipal Civil Service Commission may, upon obtaining the approval of the State Civil

Service Commission, suspend the provision of the rule requiring competition in such case, but no such suspension shall be general in its application to such place, and all such cases of suspension shall be reported to the State Civil Service Commission in the annual report of the Municipal Civil Service Commission with the reason for the same.

Rule XXII. Qualifications as to Residence and Citizenship

Every applicant for examination for appointment to any of the positions enumerated in the competitive or non-competitive class, or for registration or employment in any of the positions enumerated in the Labor Class, must be a citizen of the United States and an actual resident of the City of Norwich, N. Y., at the time of his application; provided that such requirements as to citizenship and residence may be specially suspended by the Municipal Civil Service Commission as to any position requiring high professional, scientific, technical or educational qualifications, but all such cases with the reasons therefor shall be entered on the records of the Municipal Civil Service Commission opposite the name of the candidate.

Rule XXIII. Requirements in Exceptional Cases

In applications for examination for positions requiring scientific, professional, technical or educational qualifications, the Municipal Civil Service Commission may require evidence of special education for or of practical experience for a satisfactory term in such profession, art or trade; and shall require the production of such certificates of competency and license as are provided by the statutes of this State as necessary to enable the practice of any profession, art or trade.

Rule XXIV. Candidates Unfit for Appointment

Blank forms for applications will be furnished by the Municipal Civil Service Commission without charge to all persons requesting the same. The Municipal Civil Service Commission may require in connection with such application such certificates of citizens, physicians, public officers, or others having knowledge of the applicant, as the good of the service may require. The Municipal

Civil Service Commission may refuse to examine an applicant or after examination to certify an eligible, who is found to lack any of the established preliminary requirements for the examination or position for which he applies; or who is physically so disabled as to be rendered unfit for the performance of the duties of the position to which he seeks appointment, or who is addicted to the habitual use of intoxicating beverages to excess; or who has been guilty of a crime; or of infamous or notoriously disgraceful conduct; or who has been dismissed from the public service for delinquency or misconduct; or who has intentionally made a false statement of any material fact, or practiced or attempted to practice any deception or fraud in his application, in his examination, or in securing his eligibility or appointment. Any of the foregoing disqualifications shall be good and sufficient cause for the removal of an eligible from the service after his appointment.

When the position to be filled involves judiciary responsibility, the appointing officer, where otherwise permitted by law, may require the appointee to furnish a bond or other security, and shall notify the Municipal Civil Service Commission of the amount and necessary details thereof.

Rule XXV. Temporary Appointments

Whenever there are urgent reasons for filling a vacancy in any position in the Competitive Class, and there is no list of persons eligible for appointment after competitive examination, the appointing officer may nominate a person to the Municipal Civil Service Commission for non-competitive examination, and if such nominee shall be duly certified by such Municipal Civil Service Commission, as qualified after such non-competitive examination, he may be appointed provisionally to fill such vacancy until a selection and appointment can be made after competitive examination; but such provisional appointment shall not continue for a longer period than two months, nor shall successive temporary appointments be made to the same position under this rule.

Rule XXVI. Methods of Examination — Non-Competitive Class

Positions in the non-competitive class may be filled by the appointing officer or board in his or its discretion in respect to the

method of examination. The discretion of the officer or board in such cases shall be limited as follows:

First: He may select from the eligible list prepared as a result of an open competitive examination; or

Second: He may name to the Municipal Civil Service Commission three or more persons for competitive examination and appoint the one graded highest as the result of the examination for merit and fitness.

Third: He may appoint or employ any persons named by him who upon a non-competitive examination by said Municipal Civil Service Commission, shall be duly certified as qualified to decide the duties of the position.

Rule XXVII. Character of Qualifications — Non-Competitive Class

Upon the non-competitive examination into the qualifications of a person named for a position in this class, the Municipal Civil Service Commission will give a certificate to such person only when satisfied:

(1) That he is within the limits of the age prescribed for the position, or employment to which he has been named.

(2) That he is properly certified as free from any physical defects, deformity or disease which is likely to interfere with the proper discharge of his duty.

(3) That his character is such as to qualify him for such position or employment.

(4) That he possesses the requisite knowledge and ability to enter on the discharge of his official duties.

An officer naming a person for examination will at the same time transmit his certificate that after due inquiry he is satisfied that the character and habits of the person named, fit him for the public service and will append to such certificate such formal vouchers and credentials as he may desire to have considered and placed on file.

In the determination of the character and habits of the nominee the certificate thereof by the nominating officer will be considered as essential.

Rule XXVIII. Selection of the Method of Examination

Whenever a vacancy in the non-competitive class in any department, office or institution is to be filled the officer having authority to fill the same shall notify the Municipal Civil Service Commission which of the three methods in his discretion under Rule 26 he selects; and if the choice be by open competition, the Municipal Civil Service Commission will proceed as for an examination under the Competitive Class; but if the choice be by a limited competition, or by the appointment of a person to be duly certified by the Municipal Civil Service Commission as qualified the officer aforesaid shall name in such notification the person or persons to be examined, and thereupon the Municipal Civil Service Commission shall notify the person or persons so named of the time, place and all special rules laid down for the examination.

Rule XXIX. Registration and Appointments — Labor Class

1. Applicants for positions under the Labor Class who produce satisfactory evidence of their capacity for labor, and their habits as to industry and sobriety, shall be registered in the order of their application. The register shall state (1) name, (2) age, (3) residence, (4) citizenship, (5) number and relationship of all persons depending for actual support on the applicant, (6) service in the Army or Navy in the Civil War, (7) previous occupation, (8) references and such other information as may be required.

2. When the services of employees in the Labor Class are required the officer or person having the appointment shall notify the Municipal Civil Service Commission, stating the number of men wanted, the kind of labor for which they are wanted, and the time and place of employment and the Municipal Civil Service Commission shall thereupon send to the officer or person making the requisition the names and residences of the number of men called for, if the register contains so many, giving preference to those who have served in the Army or Navy of the United States during the late Civil War and have been honorably discharged therefrom.

3. Such appointing officer shall forthwith return to the Municipal Civil Service Commission the names of all persons employed with the date of employment, provided that if a less number than

those certified shall be so employed they shall be those standing highest on the register.

4. All registration lists shall remain in force for a period of not less than four years and new registration lists shall be established when in the opinion of the Municipal Civil Service Commission it deems necessary.

5. There shall be separate applications for the different kinds of labor and employment and the Municipal Civil Service Commission may establish separate labor lists for the various institutions and departments. The said Municipal Civil Service Commission shall have power to limit the number of lists upon which an applicant's name shall be registered at the same time. The Municipal Civil Service Commission shall require an applicant for registration for the labor service to furnish such evidence as to his fitness, etc., or pass such examination as shall be deemed proper by them not inconsistent with these rules or the Civil Service Law.

6. In case the Municipal Civil Service Commission is unable to fill a requisition for laborers the fact shall be certified to the officer making the requisition, who shall then make a selection under such rules and regulations as the Municipal Civil Service Commission may from time to time prescribe.

7. The Municipal Civil Service Commission may make such rules as may be necessary to identify the registered applicants, and to preserve their conduct.

8. When the public interests require the employment of one or more persons at common labor for temporary or emergency purposes, the head of the department may appoint, subject to the previous approval of the Municipal Civil Service Commission, the persons most available and best fitted for such work, without reference to the registration lists, but provided that registered applicants seeking temporary employment, who have notified the Municipal Civil Service Commission of their readiness to serve shall be preferred.

Notice of such appointment, giving the name of the appointee, rate of wages, and the occasion and probable duration of their employment shall be immediately filed with the Municipal Civil Service Commission, and all pay rolls therefor shall be presented to the Municipal Civil Service Commission for certification as in

other cases. Such employment shall not be continued for a longer period than fifteen days without express authorization of such extension by the Municipal Civil Service Commission, and then only for a period of fifteen days.

Record of such authorization with the reasons therefor shall be made a part of the minutes of the Municipal Civil Service Commission and duly noted in its annual report to the State Civil Service Commission.

Rule XXX. Probationary Appointments

Except in the case of veterans of the Civil War honorably discharged from the military or naval service of the United States, every original appointment to or employment in any position in the competitive class shall be for a probationary term of three months, and an appointing or nominating officer in notifying a person certified to him for appointment or employment shall specify the same as for a probationary term only; and if the conduct, capacity and fitness of the probationer are satisfactory to the appointive officer or board his retention in the service after the end of such term shall be equivalent to his permanent employment, but if his conduct, capacity or fitness be not satisfactory he may be discharged at the end of such term.

Whenever two or more persons appointed from the same eligible list are serving as probationers and there is a necessity for the reduction of the force of such department affecting such persons, they shall be preferred for retention in the order of their original standing on the list.

Rule XXXI. Promotions.

(1) Whenever a vacancy occurs in any position in the Competitive class above the lowest grade in any group, the Municipal Civil Service Commission shall forthwith arrange to hold a promotion examination limited to those persons who have for more than six months served with fidelity in the next lower grade in such group, in the same office, department or institution, provided that if there be no persons who have served with fidelity for more than six months in the next lower grade or provided that all persons in the next lower grade fail in any promotion examination, then all

persons in the second lower grade who have served with fidelity for more than six months in the same office, department or institution, shall have the right to compete in such promotion examination.

Upon the request of the appointing officer the Municipal Civil Service Commission may permit the persons occupying two or more of the next lower grades to compete for the promotion all reasons for such course being set forth in detail.

Whenever after due trial it is found not practicable to fill a vacancy in any position through promotion in the manner herein prescribed, such vacancy shall be filled by original appointment through competitive examination in accordance with Rule XX.

(2) As provided by the Civil Service Law an increase of the salary or other compensation of any person holding an office or position within the scope of these rules beyond the limit fixed for the grade in which such office or position is classified, shall be deemed a promotion.

(3) No promotion can be made from a position in one class to a position in another class unless the same be specially authorized by the Municipal Civil Service Commission, but a person employed in any position shall not, because of such appointment, be barred from the open Competitive examination provided for original entrance to any other position.

(4) The appointing officer shall notify the Municipal Civil Service Commission of any vacancy in a position in his office to be filled by promotion, and thereupon, after consultation with the appointing officer the Municipal Civil Service Commission shall direct a competitive examination of those entitled to enter the same under the provisions of the rule, and shall publish the same by notice, giving date and place, posted conspicuously in the office where such vacancy exists, and sent by mail to those eligible to such examination.

(5) After consultation with the appointing officer under whom the vacancy exists, the Municipal Civil Service Commission may appoint an examiner. The written part of the examination shall be confined to the duties of the office in which the vacancy occurs, and particularly to the duties of the position to be filled. Due weight will be given to the candidates seniority and past record

in the office, and to any special fitness for the duties of the higher position.

(6) The conduct of such an examination and the preparation of the eligible list shall be subject to the general provisions of Rules 13, 14 and 16, except that the term of an eligible list prepared as the result of promotion examination, is fixed at not less than one nor more than two years from the date of the establishment thereof.

(7) No recommendation of any person for promotion, whether verbal or written, shall be entertained or recorded, unless made in the ordinary course of duty by his immediate officers and official superiors, and the presentation of any recommendation other than that of such superiors shall be considered an unwarrantable interference with the public service, and the person so recommended may be required to show, before being certified for promotion, that such recommendation was not made by his request or connivance.

Rule XXXII. Transfers, Reinstatements

(1) Transfers of clerks and others included in the Competitive Class may be made from an office or department to a similar position in another, by the mutual consent of the heads of such offices or departments; every such transfer must be reported to the Municipal Civil Service Commission for record within five days from the date thereof. No such transfer will be permitted from a position enumerated in the Competitive Class to a position in the Non-Competitive Class unless the person so transferred passes the non-competitive examination for such position, or from a position enumerated in the Non-Competitive Class to a position in the Competitive Class, unless the person so transferred has such a standing upon a proper eligible list as would entitle him to original appointment to such position.

(2) Any person who has held a position by appointment under the Civil Service Rules, and who has been separated from the service through no delinquency or misconduct on his part, may be reinstated without re-examination in the same or a similar position in the same office or grade, within one year from the date of such separation, provided that for original entrance to the position proposed to be filled by reinstatement there is not required by these

rules in the opinion of the Municipal Civil Service Commission, an examination involving essential tests or qualifications different from or higher than those involved in the examination for original entrance to the position formerly held by the person proposed to be reinstated.

(3) Whenever in any department or institution an office or position is abolished, or whenever the number of positions of a certain character is reduced, the person or persons legally holding the office, or filling the position or positions shall be entitled to reappointment to or reinstatement in the said office or position if it is thereafter within one year reinstated under the same or any other designation.

(4) Upon the written request of an appointing officer stating the essential facts in regard to any proposed transfer or reinstatement, the Municipal Civil Service Commission will, if such transfer be in accordance with law and the provisions of these rules, issue the certificate of that fact to such officer, but no transfer or reinstatement herein authorized shall be valid unless such certificate is issued.

Rule XXXIII. Political Services or Contributions Not Required

No person in the public service is, for that reason, under any obligation to contribute to any political fund or purpose, or to render any political service, and no person shall be removed or otherwise prejudiced for refusing to do so.

Rule XXXIV

No person in the public service has the right to use his official authority or influence to coerce the political action of any person or body.

Rule XXXV. Preference of Veterans

Honorably discharged soldiers, sailors, or marines from the army or navy of the United States in the late Civil War, who are citizens and residents of the city of Norwich, N. Y., shall be entitled to preference in appointment and promotion without regard to their standing on any list from which such appointment or promotion shall be made; provided their qualifications and fitness shall

have been ascertained as provided in these rules; and the person thus preferred shall not be disqualified from holding any position in the civil service on account of his age, nor by reason of any physical disability, provided that age or disability does not render him incompetent to perform the duties of the position applied for.

Rule XXXVI. Power of Removal

(1) Subject only to the qualifications required to be ascertained in accordance with these rules, the power of appointment and the responsibility of selection are in all cases in the appointing officer or officers. The power to remove existing by law on the part of any officer is not impaired by anything contained in these rules, provided, however, that if a person holds a position subject to competitive examination under these rules, after having successfully passed the probationary terms, shall be removed or reduced, the reasons therefor shall be stated in writing and filed with the head of the department or other appointing officer, and the person so removed or reduced shall have an opportunity to make an explanation, and in case of an actual removal a written statement of the true grounds thereof shall be forthwith entered upon the records of the department or office in which the person so removed has been employed and a copy of the same forthwith filed with the Municipal Civil Service Commission.

Whenever a position in the competitive class of the civil service of the city is abolished, or made unnecessary, the person holding such position shall be deemed to be suspended without pay and shall be entitled to reinstatement in the same or any corresponding or similar position if within one year thereafter there be need for his services.

It shall be the duty of the head of the department or office in which the said position has existed to furnish the names of the person or persons so affected to the Municipal Civil Service Commission, with a written statement in the case of each, of the date of his original appointment in the service, the nature of his work, and his compensation.

It shall be the duty of the Municipal Civil Service Commission to forthwith place the names of the said person or persons on a list of suspended employees and for one year thereafter certify from

the said list the names of the person or persons so placed thereon in the order of their original appointment, for reinstatement or re-employment in the same class or grade of work at which they had previously been employed, before making certification from any other list.

The failure of any person on said list of suspended employees to accept after reasonable notice any office or position in the service of the city of Norwich, N. Y., involving the same class or grade of work and at the same wages he was receiving in the position formerly held by him, shall be held to be a relinquishment of this right to reinstatement and re-employment as herein set forth.

Nothing in this rule shall be construed to apply to the position of private secretary, cashier, or deputy of any official or department.

(2) No person holding a position by appointment or employment who is an honorably discharged soldier, sailor or marine, having served as such in the Union Army or Navy during the War of the Rebellion, or who is an honorably discharged soldier, sailor or marine, having served as such in the army or navy of the United States during the Spanish-American War or the incidental insurrection in the Philippines prior to July fourth nineteen hundred and two, or who shall have served the term required by law in the Volunteer Fire Department of any city, town or village of the State of New York, or who shall have been a member thereof at the time of the disbandment of such Volunteer Fire Department, shall be removed from such position, except for incompetency or misconduct shown after a hearing upon due notice upon stated charges, and with the right to such employee or appointee to a review of the same according to law and the statute in such cases made and provided.

If the position so held by an honorably discharged soldier, sailor or marine of the war of the Rebellion or the Spanish-American war or the incidental insurrection in the Philippines prior to July fourth, nineteen hundred and two, or by said volunteer fireman shall become unnecessary or be abolished for reasons of economy or otherwise, the said honorably discharged soldier, sailor or marine, or said volunteer fireman holding said position shall not

be discharged from the public service, but shall be transferred to any branch of the said service for duty in such position as he may be fitted to fill receiving the same compensation therefor; and it is hereby made the duty of all persons clothed with power of appointment to make such transfer effective. The burden of proving incompetency or misconduct shall be upon the person or persons alleging the same.

Rule XXXVII. Dismissals

No one dismissed from the service for misconduct shall be admitted to examination for appointment in any capacity in any department of the municipal service within two years from the date of such dismissal.

Rule XXXVIII. Report of Term of Employment

(1) It shall be the duty of each city officer, or board of city officers, appointing or employing any officer, clerk, or other person in the service, of the city, forthwith on such appointment or employment to report to the Municipal Civil Service Commission the name of such appointee or employee, the title or character of his office or employment, and the date of the commencement of service by virtue thereof; and forthwith on the termination of such service to report to said Municipal Civil Service Commission the fact and date and cause of such determination.

(2) The Municipal Civil Service Commission shall keep in its office an official roster of the classified city service and shall enter thereon the name of each and every person who has been appointed to, employed, promoted or reinstated in such service upon such evidence as it may require and deem satisfactory that such person was appointed to, or employed, promoted or reinstated in the service in conformity with the provisions of law and these rules. The official roster shall show opposite or in connection with each name, the date of appointment, employment, promotion or reinstatement and the office in which and the compensation of the position, date of the commencement of the service and the date of transfer in or separation from the service by dismissal resignation, cancellation of appointment, or death.

Rule XXXIX. Certification of Pay Rolls

For the purpose of the certification of pay rolls and accounts as required by Section 20 of the State Civil Service Law appointing officers, boards and heads of departments shall furnish the Municipal Civil Service Commission with pay rolls, accounts, and certifications in form and manner as follows:

(1) Heads of departments, offices and institutions in the city service, whose employees are paid individually direct from the City Treasury of the city, shall furnish the Municipal Civil Service Commission before payment is to be made a pay roll in duplicate showing the names of the persons to be paid, the title of the position held or kind of service performed by each person, the rate and amount of compensation, to which he is entitled, and the period for which he is to be paid, and shall certify that the persons named therein are employed solely in the proper duties of the position and employment indicated and the persons described as or proposed to be paid as "laborers" are employed at ordinary unskilled labor only. After examination and certification by the Municipal Civil Service Commission as hereinafter prescribed, such payrolls shall be transmitted by said Municipal Civil Service Commission to the City Clerk, or fiscal officer, for further examination and payment, as required by law, and one of said duplicates shall accompany the warrant on the city Treasurer or other disbursing officer.

(2) For payments for irregular or occasional service the head of such department, office or institution shall transmit to the Municipal Civil Service Commission the original account or a special payroll bearing his written approval, which approval shall be deemed to be a certificate of the facts required by the preceding section to be certified on the regular pay roll. Upon examination and certification by the Municipal Civil Service Commission such accounts and pay rolls shall be forwarded to the City Clerk, or other fiscal officer.

(3) The Secretary of the Municipal Civil Service Commission shall compare such pay roll or account for services with the official roster and shall attach or place thereon a certificate in form substantially as follows:

"I hereby certify that the persons named in the above pay roll, occupying positions in the classified service have been appointed or

employed in pursuance to the Civil Service Law and the rules and regulations made in accordance with such law. (Chapter 15, Laws of 1909.)

.....

Secretary Civil Service Commission."

The Municipal Civil Service Commission may designate a Civil Service Commissioner for the purpose of making and signing certificates in the absence of the secretary.

(4) Upon satisfactory evidence that, with intent to evade the provisions of the law and of these rules, any person appointed to or employed in any position in the Classified Service has been assigned to perform duties other than those for which he was examined and certified, or under any title not appropriate to the duties to be performed, the Municipal Civil Service Commission will refuse certification of such person for payment of compensation and remove his name from the official roster.

Rule XL. When Rules Take Effect

These rules take effect on and after the date of their approval by the Civil Service Commission of the State of New York.

SCHEDULES

The following is a list of the offices and positions in the Civil Service of the City of Norwich, classified in accordance with the foregoing rules and therein referred to.

UNCLASSIFIED SERVICE

First:

Officers elected by the people.

The Mayor.

The City Judge.

Assessors.

Aldermen.

Supervisors.

Second:

All Election Officers.

Third:

Officers elected or appointed by the Common Council.

City Chamberlain.

Health Officer.
City Attorney.
City Engineer.
Acting City Judge.
City Clerk.
Commissioner of Charities.
Highway Commissioner.
Civil Service Commissioners.

CLASSIFIED SERVICE

Exempt Class

Officers elected by the Volunteer Fire Department, viz:

Chief Engineer.

First and Second Assistant Engineers.

Janitor of the Municipal Building.

Firemen.

Driver of Chemical Truck at City Hall (\$3 per week).

Competitive Class

First:

Policemen, provided, however, that no person who was a member of the regular village police force and as such became a member of the regular city force shall be required to pass an examination. The two special policemen of the village who have served for the longest periods of time as such special policemen whenever called, shall be eligible to appointment as members of the police force without examination and shall have preference over all other persons for appointment to the regular force should a vacancy occur or to appointment as special policemen. (Section 365 of City Charter.)

Second:

The Chief of Police, should it be necessary for the Common Council to appoint one in the event that the Mayor does not act as provided in the charter of the City of Norwich.

Third:

All other persons not specifically enumerated in the exempt, non-competitive, or labor classes.

Non-Competitive Class

None.

Labor Class

All persons employed at Unskilled labor.

The foregoing rules have been approved and adopted by the Municipal Civil Service Commission of the City of Norwich, N. Y., and are herewith submitted for approval to the State Civil Service Commission, of the State of New York.

Dated Norwich, N. Y., January 27, 1915.

M. FINIGAN,

M. L. HUNT,

L. M. DONALDSON,

*Municipal Civil Service Commissioners
of the City of Norwich, N. Y.*

STATE OF NEW YORK, }
CITY OF NORWICH. } ss.:

In the exercise of the authority conferred by section 11 of the Civil Service Law of the State of New York, the foregoing rules and regulations for the Civil Service of the City of Norwich, N. Y., are hereby in all things duly approved.

IN WITNESS WHEREOF I have hereunto set my
hand and seal of the City of Norwich, N. Y.,
this 27th day of January, 1915.

[L. S.]

FRED McMULLEN,

Mayor.

Attest:

J. C. ROBINSON,

City Clerk.

STATE OF NEW YORK,

OFFICE STATE CIVIL SERVICE COMMISSION.

ALBANY, N. Y., *January 28, 1915.*

The foregoing rules and regulations for the Civil Service of the City of Norwich, N. Y., having been duly examined are hereby approved by the State Civil Service Commission.

Attest:

JOHN C. BIRDSEYE,

[L. S.]

Secretary.

RULES AND REGULATIONS FOR THE CIVIL SERVICE OF THE CITY OF SARATOGA SPRINGS

In compliance with section 11 of the Civil Service Law of the State of New York, the following are prescribed and adopted as the rules for the classification of the offices, places and employments in the classified service of the City of Saratoga Springs, N. Y., and for appointments and promotions therein and examinations therefor, and for the registration and selection of laborers for employment therein, and for the due classification of all offices and positions in the City Service included in the Unclassified Service, Classified Service and Labor Class, and the same shall be valid and take effect, and all other rules are revoked, upon the approval of the Mayor of the City of Saratoga Springs, N. Y., and of the State Civil Service Commission of the State of New York.

Rule I. Application of Rules

These rules shall apply to all positions in the Public Service in the City of Saratoga Springs, with the exception of those hereinafter enumerated in the unclassified service.

Rule II. Appointment of Commissioners

For the purpose of ascertaining the merit and fitness of persons seeking or named for positions in the departments and offices of the municipal government to which these rules apply, there shall be a Municipal Civil Service Commission, which shall be composed of three citizens of the City of Saratoga Springs designated and appointed by the City Council, each of whom shall be known as a Municipal Civil Service Commissioner of the City of Saratoga Springs, and not more than two of whom shall belong to the same political party. It shall be the duty of such Municipal Civil Service Commissioners to conduct all examinations called for under these rules, and to certify the same in such manner and form as may be prescribed. They shall also make and file with the State Civil Service Commission such annual and other reports and roster of the classified civil service of said city as required by

chapter 15 of the Laws of 1909. The secretary of the board shall keep the minutes of their proceedings and all necessary records of all persons to which these rules apply, and of all appointments, promotions, transfers, dismissals, resignations and changes of any sort therein.

Rule III. Classification of Positions

The civil service of the City of Saratoga Springs is divided into the Unclassified Service and the Classified Service.

Rule IV. The Unclassified Service

The Unclassified Service includes:

First: All officers elected by the people.

Second: All election officers.

Third: The head or heads of any department or office of the city government.

Fourth: Persons employed in or who seek to enter the public service as Superintendents, Principals and Teachers in the educational department of the city.

Rule V. The Classified Service

The Classified Service includes all positions not in the Unclassified Service. The positions in the Classified Service are hereby classified in four classes, to be known as the Exempt Class, the Competitive Class, the Non-Competitive Class, and the Labor Class, as enumerated in respective schedules hereunto attached and hereby made a part of these rules.

Rule VI. The Exempt Class

The Exempt Class shall include:

First: The deputies of principal executive officers duly authorized by law to act generally for and in place of their principals.

Second: One secretary of each officer, board and commission authorized by law to appoint a secretary.

Third: Other subordinate offices for the filling of which competitive or non-competitive examination may be found to be not practicable. But no office or position shall be deemed to be in the Exempt Class unless it is specifically named in such class in schedule of Exempt Class hereunto annexed. Not more than one

appointment shall be made to or under the title of any such office or position, unless a different number is specifically mentioned in such schedule.

Fourth: In case of an epidemic, riot, flood or other exceeding and necessary emergency, the appointing officers may hire and employ, temporarily, such and so many persons as such emergency renders necessary, forthwith reporting to the Municipal Civil Service Commission the facts in the case and the names of the persons so employed; but no person so employed shall continue in the service for a longer period than ten days, unless, upon the written request of the appointing power setting forth the reasons why an extension of time is necessary, the Municipal Civil Service Commission shall extend the temporary period for an additional ten days.

In case any such extension is authorized the reasons therefor shall be set forth in the minutes of the Municipal Civil Service Commission.

Fifth: There shall also be included in the Exempt Class in the event of an epidemic or other similar emergency in which the public health is seriously endangered, such experts and special inspectors as the Board of Health may, with the written approval of the Civil Service Commission of the City of Saratoga Springs, appoint.

Sixth: The appointments to positions comprised in the Exempt Class may be made without examination under the rules, but such examination may be held upon the request of the nominating or appointing officer. Appointing officers must notify the Municipal Civil Service Commission in writing of all appointments of such positions within five (5) days after the same are made, setting forth the full name of such appointee, length of residence in the City of Saratoga Springs, date of beginning of service, and term for which appointed, salary, and the name of the person in whose place appointed; all of which shall be duly certified by the appointing officer. In these rules the term "nominating or appointing officer" shall be construed to include any person, board or commission having the power to nominate or appoint to any position in the civil service of the City of Saratoga Springs.

Rule VII. The Competitive Class

The Competitive Class includes all persons employed or appointed in the public service whose position is not specifically included in the Exempt, Non-Competitive or Labor Class, but no examination shall be held for a position until it has been specifically stated in the list for the Competitive Class hereunto annexed.

Rule VIII. Application for Examination — Competitive Class

No person shall be appointed to nor employed in any position in the Competitive Class until he shall have passed the examination provided therefor.

Applications of competitors for positions included in the Competitive Class must be addressed to the Secretary of the Municipal Civil Service Commission of Saratoga Springs, N. Y., at the office of the Commission in the City Hall in said city. The application must be verified in the handwriting of the applicant. It must state:

First: His full name and residence, giving street and number.

Second: His term of residence in the City of Saratoga Springs.

Third: His citizenship.

Fourth: His age, giving date of birth.

Fifth: His place of birth.

Sixth: His previous employment in the public service, if any, and whether he has ever been discharged therefrom, and if so, the reason thereof.

Seventh: His business or employment and residence for the last preceding five (5) years.

Eighth: The extent, place and nature of his education.

Ninth: If in the military or naval service of the United States in the civil war, the name of organization, or vessel to which attached, date of enlistment or commission, position or rank, date and cause of discharge from the service and any physical disability incurred in such service.

Tenth: Such other information must be furnished as the Commission may reasonably require touching the applicant's merit and fitness for the public service. The application must be accompanied by the certificate of not less than three reputable citizens

of the city that they have been personally acquainted with the applicant for at least one year, and believe him to be of good moral character, of temperate and industrious habits, and in all respects fit for the service which he wishes to enter, and that they are willing that such certificate shall be published for public information, and will, upon application, give such further testimonials in regard to such applicant as may be required.

Eleventh: The applicant must also state in his application the position he seeks.

Twelfth: All applicants for appointments to positions in the Police Department of the City of Saratoga Springs, N. Y., shall in addition to the qualifications elsewhere herein prescribed, be subject to the following: Each such applicant must be not less than twenty-one years of age, nor more than forty years of age; must be a citizen of the United States and a resident of the City of Saratoga Springs, N. Y., at least one year prior to the date of his application; must be not less than five feet six inches in height; must have good hearing and eyesight; must be free from any physical defect, deformity or disease, and must, before being admitted to mental examination, be certified by an Examining Physician appointed by the Municipal Civil Service Commission, to be physically qualified for the service; his weight, chest measurement, muscular development and general physical condition must be approximately normal in comparison with his age and height as recognized by medical standards.

Rule IX. Defective Applications — Age Qualifications

Defective applications may be suspended by the Municipal Civil Service Commission and applicants notified to amend the same, but the Municipal Civil Service Commission shall not be compelled to give such notice or grant such opportunity a second time. All candidates for the position of Stenographer shall be at least eighteen (18) years of age and not more than sixty (60) years of age at the date of their application, except as hereinafter provided in Rule 35, or otherwise particularly specified in these rules. For all other positions candidates shall be at least twenty-one (21) years of age and not more than (60) years of age at the date of their application, except as hereinafter provided in

Rule 35, or otherwise particularly specified in these rules. Whenever the application does not show that the applicant is within the prescribed limits of age, and is otherwise qualified under the rules, the application will be rejected.

Rule X. Notification of Examination

Whenever the demands of the service may require, the Municipal Civil Service Commission will notify in writing the different applicants, or such number thereof as can be examined conveniently at one time, to appear for examination, giving at least three days' previous notice of the place, date and hour of each examination. The place, date and hour of each examination shall be conspicuously posted on the Bulletin Board at the office of the Civil Service Commission at least ten days previous to the date when the said examination is to be held, and when deemed expedient, advertisement of examination shall be made in the newspapers of the City of Saratoga Springs, N. Y., for such length of time as the Municipal Commission deems advisable; but the notice posted on the Bulletin Board at the office of the Civil Service Commission shall be the only public notice of such examination required. All announcements of competitive examinations shall state title of position and department, salary, age limits, subjects of examination and relative weight of each, and any special qualifications or experience desired.

Rule XI. Examinations

In all examinations for appointment and promotion in the Civil Service of the City of Saratoga Springs, N. Y., merit and fitness shall be determined by and upon competitive examinations for all positions in the Competitive Class as herein provided. The merit and fitness of all applicants shall be determined by examination conducted by the Municipal Civil Service Commission. Upon all such examinations no rating higher than one hundred per centum shall be given to any person. Lists containing the names and ratings of all applicants found on such examination to be eligible for appointment and promotion for merit and fitness, shall be made up for certification to the person or persons holding the power of appointment or promotion, in the manner provided in these rules and regulations.

No person whose standing on any obligatory subject is less than fifty, or ascertained average standing on all the obligatory subjects is less than seventy-five per centum, will be entered upon the eligible list.

Rule XII. Conduct of Examinations

The actual conduct of every examination for merit and fitness shall be under the responsible direction of the Municipal Civil Service Commission or its designated members, free from the interferences or participation or influence of the appointing officer or officers, or of any person other than the assistant examiners or experts directly employed by the Municipal Civil Service Commission. No person employed in a department for whose benefit an eligible list is to be prepared shall be employed as an expert upon the examination for such eligible list. The Municipal Civil Service Commission may in the examination give such relative importance to the different subjects or matters of examination, whether mental or physical, or to experience, occupation or training as to it may seem fit. At or before the commencement of every examination, the weight to be given every subject included in the examination, and the general or average minimum and the minimum if any allowable, upon each subject shall be announced to the applicant. The nominating or appointing officer shall state to the Municipal Civil Service Commission upon its request and so far as is consistent with these rules, the general qualifications or attainments, physical or mental, or both, to be possessed by persons filling the position for which an eligible list is to be prepared.

Rule XIII. Character of Examination

All examinations shall be public and practical in their character, and shall relate to those matters which shall fairly test the intelligence, competency, suitability and character of the applicants to discharge the duties of the service for which they seek to be appointed. The Municipal Civil Service Commission with the approval of the State Civil Service Commission, shall determine when examinations are not practicable in cases relating to the Civil Service in the City of Saratoga Springs, N. Y.

Rule XIV. Physical Examination

Whenever physical qualifications are of prime importance to the proper discharge of the duties of any position, applicants must pass an additional examination as to their physical condition and capacity, and be duly certified as qualified in such respects before they shall be accorded a mental examination. Such physical examination shall be made by the Examining Physician appointed by the Municipal Civil Service Commission.

Rule XV. Political Opinions of Candidates

No recommendation or question under the authority of these rules shall relate to the political opinions or affiliations of any person whatever. Nor shall political opinions be discussed or considered by the Municipal Commissioners in their examinations. The Municipal Commission shall not receive or consider any communication as to the qualifications or merits of any candidate for a position except such as are permitted by these rules, and except such communications as they may seek by way of verification of statements made by the applicant.

Rule XVI. Eligible List

Every competitor who attains an average percentage of seventy-five (75) or over on all the obligatory subjects in any examination and whose standing on every such obligatory subject is fifty (50) or over, shall be eligible for appointment to the position for which he was examined; and the names of all eligibles shall be entered in the order of their average percentages on the proper register of eligibles, provided that the names of competitors who have passed as above and whose claims for preference under Section 9, Article 5 of the Constitution have been allowed by the Municipal Commission, shall be placed in the order of their respective percentages at the head of the proper list of eligibles.

When two or more eligibles on a register have the same average percentage, preference in certification shall be determined by the order in which their applications were filed, but neither priority in the date of application nor of examination will give any other advantage in position on the register of eligibles.

The Municipal Civil Service Commission shall prescribe the

character of the distinct eligible lists, designating the positions which may be filled by certification from each of said lists.

The term of an eligible list, except as provided in Subdivision 6 of Rule XXXI, is filed at not less than one year nor more than four years from the date of the establishment of said list. An eligible list which has been in force for a period of one year shall terminate provided that a new examination has been held and a new eligible list prepared for the same position. Persons whose names appear upon any such eligible list shall be notified by mail when a new examination is to be held for the same position and informed that their eligibility shall cease upon the establishment of a new eligible list as a result of the new examination.

Rule XVII. Regrading

When an examination for any grade is held before the eligible list for that grade is exhausted, provided such list has been established for less than one year and contains less than three names, a new list shall be prepared after such examination. The persons upon the former eligible list who have not been examined for the new eligible list shall be respectively placed upon the new eligible list in the position to which the percentage of their aggregate marking upon their former examinations would entitle them if such markings had instead been given them upon the new examination and shall be continued thereon until the end of their term of eligibility.

Rule XVIII. Written or Oral Examination

In the creation of new eligible lists the rating shall be based upon such written or oral examinations, or both, as the Municipal Civil Service Commission shall determine, and all oral examinations shall be stenographically recorded.

Rule XIX. Correction of Errors

The Municipal Civil Service Commission shall have power, in its discretion, whenever in its judgment the interest of the public service require it, to order a re-examination of applicants for any position, and shall have power to correct any error and amend or revoke any schedule, list or other paper or record where it appears

that an error or injustice has been done, or where any person whose name appears on any eligible list has for any reason become incapacitated for appointment in the public service to strike such name from said list, provided, however, that after an eligible list is prepared and certified it shall not be altered or revoked except upon notice by mail or otherwise, as the Municipal Civil Service Commission may decide, to all those persons whose standings may be unfavorably affected by the alteration. But the reason for any such action shall be recorded in full in the minutes of the Municipal Civil Service Commission.

A competitor receiving notice as to the result of his examination and his relative position on the eligible list, may in person, or by his duly authorized agent, in the presence of any member of the Municipal Civil Service Commission, inspect his examination papers, and if in his opinion injustice has been done, he may within ten days after receipt of the notice appeal to the Municipal Civil Service Commission specifying particularly and in detail the cause of his complaint. Such appeal shall be considered by the Municipal Civil Service Commission, and if they deem it necessary, they will direct the revision of the marking or grading of the applicant's papers or otherwise do justice in the premises.

Rule XX. Certification for Appointment

1. Whenever a vacancy shall occur within any grade of the Competitive or Labor Class, which, in the opinion of the nominating or appointing officer, the business of the city requires to be filled, he shall forthwith notify the Secretary of the Municipal Civil Service Commission of the vacancy and state whether the same is to be filled by appointment or promotion or by reinstatement, and the title of the position, the duties to be performed, the number of vacancies to be filled and the compensation to be paid.

2. Appointments shall be made to or employment shall be given in all positions in the Competitive and Labor Classes, that are not filled by promotion, reinstatement, transfer or reduction, under the provisions of the Civil Service Law and these rules, by appointment from among those standing highest on the eligible list prepared by the Municipal Civil Service Commission, except as otherwise provided in the Civil Service Law.

3. The Secretary of the Municipal Civil Service Commission shall thereupon, as soon as practicable, certify to the nominating or appointing officer for appointment, or promotion or for reinstatement from the eligible list most nearly appropriate to such position, as it may then exist, the names of the three persons standing highest on such eligible lists, indicating such of them, if any, as are honorably discharged soldiers, sailors or marines of the army and navy of the United States in the late Civil War, citizens and residents of this State. The certificate of the Secretary shall in all cases state the relative standing of each of the persons certified.

4. The appointing officer shall thereupon fill said vacancy or vacancies by the appointment of one or more of the persons so certified. Until an appointment has been made from said certification or until said certification has been canceled, no new certification shall be made to fill said vacant position or positions.

5. When a requisition is made to fill a position for which no eligible lists exists the Municipal Civil Service Commission shall make certification from the eligible list most nearly appropriate for the group in which the position to be filled is classified and wherein the qualifications demanded have been determined by examination.

6. No person on an eligible list shall be certified more than three times to the same appointing officer for the same bureau or institution, except at the request of the said appointing officer, unless the person so certified is a veteran, in which case his name shall continue to be certified so long as it remains on the eligible list under the rules.

If the appointing officer shall certify that a person named in a certification has declined to accept a position offered, the Secretary may certify the name of the person standing next highest upon the eligible list to those already certified.

If a person who is not entitled to certification is certified and appointed, his appointment shall be immediately revoked by the appointing officer upon notification by the Municipal Civil Service Commission.

7. No person whose name is upon an eligible list may waive his right to certification or appointment except for one of the following reasons stated in writing to the appointing officer and to the Municipal Civil Service Commission.

(a) Insufficiency of salary attached to the position offered, or
 (b) Temporary disability, physical or otherwise, to accept the position offered, the proof of which shall be accepted by the Municipal Civil Service Commission. The Commission shall enter upon its minutes the reasons for its action in each such case, and the waiver shall not continue in effect for a longer period than thirty days from the date of certification. The name of any eligible who shall decline certification or appointment for any reason other than those above specified shall be stricken from the list. Whenever an eligible certified for appointment shall fail to accept an offer of appointment sent to him by mail at his post office address within the four business days next succeeding the mailing of such offer of appointment, he shall be deemed to have declined such appointment. An eligible who has declined an appointment on the ground of the insufficiency of the salary offered shall not thereafter be certified for a position at the same or a less salary. Whenever one or more eligibles shall have declined any appointment offered, and an eligible whose relative standing is lower shall have been appointed to the position, the salary or compensation of such appointee shall not be increased within a period of one year after his appointment, beyond that offered to the person so declining.

8. If the appointment shall be made of any person other than one of the three standing highest on the eligible list, the appointing officer shall forward to the Municipal Civil Service Commission, with the notice of appointment, copies of all correspondence to and from the persons declining such appointment.

Rule XXI. Suspension of Rules

In case of a vacancy in any position in the Competitive Class where peculiar and exceptional qualifications of a scientific, professional or educational character are required, and upon satisfactory evidence that for specified reasons competition in such special cases is impracticable, the Municipal Civil Service Commission may, upon obtaining the approval of the State Civil Service Commission, suspend the provisions of the rule requiring competition in such case, but no such suspension shall be general in its application to such place, and all such cases of suspension shall be reported to the State Civil Service Commission in the

annual report of the Municipal Civil Service Commission with the reasons for the same.

Rule XXII. Qualifications as to Residence and Citizenship

Every applicant for examination for appointment to any of the positions enumerated in the Competitive or Non-Competitive Class, or for registration or employment in any of the positions enumerated in the Labor Class, must be a citizen of the United States and an actual resident of the City of Saratoga Springs, N. Y., at the time of his application; provided that such requirements as to citizenship and residence may be specially suspended by the Municipal Civil Service Commission as to any position requiring high professional, scientific, technical or educational qualifications, but all such cases with the reasons therefor shall be entered on the records of the Municipal Civil Service Commission opposite the name of the candidate.

Rule XXIII. Requirements in Exceptional Cases

In applications for examinations for positions requiring scientific, professional, technical or educational qualifications, the Municipal Civil Service Commission may require evidence of special education for or of practical experience for a satisfactory term in such profession, art or trade; and shall require the production of such certificates of competency and license as are provided by the statutes of this State as necessary to enable the practice of any profession, art or trade.

Rule XXIV. Candidates Unfit for Appointment

Blank forms for applications will be furnished by the Municipal Civil Service Commission without charge to all persons requesting the same. The Municipal Civil Service Commission may require in connection with such application such certificates of citizens, physicians, public officers or others having knowledge of the applicant, as the good of the service may require. The Municipal Civil Service Commission may refuse to examine an applicant, or after examination to certify an eligible, who is found to lack any of the established preliminary requirements for the examination or position for which he applies; or who is physically

so disabled as to be rendered unfit for the performance of the duties of the position to which he seeks appointment; or who is addicted to the habitual use of intoxicating beverages to excess; or who has been guilty of a crime, or of infamous or notoriously disgraceful conduct; or who has been dismissed from the public service for delinquency or misconduct; or who has intentionally made a false statement of any material fact, or practiced or attempted to practice any deception or fraud in his application, in his examination or in securing his eligibility or appointment. Any of the foregoing disqualifications shall be good and sufficient cause for the removal of any eligible from the service after his appointment.

When the position to be filled involves responsibility, the appointing officer, where otherwise permitted by law, may require the appointee to furnish a bond or other security, and shall notify the Municipal Civil Service Commission of the amount and necessary details thereof.

Rule XXV. Temporary Appointments

Whenever there are urgent reasons for filling a vacancy in any position in the Competitive Class, and there is no list of persons eligible for appointment after competitive examination, the appointing officer may nominate a person to the Municipal Civil Service Commission for non-competitive examination, and if such nominee shall be duly certified by such Municipal Civil Service Commission, as qualified after such non-competitive examination, he may be appointed provisionally to fill such vacancy until a selection and appointment can be made after competitive examination; but such provisional appointment shall not continue for a longer period than four months, nor shall successive provisional appointments be made to the same position under this rule.

Rule XXVI. Methods of Examination — Non-Competitive Class

Positions in the Non-Competitive Class may be filled by the appointing officer in his discretion in respect to the method of examination. The discretion of the officer in such cases shall be limited as follows:

First — He may select from the eligible list prepared as the result of an open competitive examination, or

Second — He may name to the Municipal Civil Service Commission three or more persons for competitive examination and appoint the one graded highest as the result of an examination for merit and fitness, or

Third — He may appoint or employ any person named by him, who upon a non-competitive examination by said Municipal Civil Service Commission, shall be duly certified as qualified to discharge the duties of the position.

Rule XXVII. Character of Qualifications — Non-Competitive Class

Upon the non-competitive examination into the qualifications of a person named for a position in this class, the Municipal Civil Service Commission will give a certificate to such person only when satisfied:

(1) That he is within the limits of the age prescribed by the position or employment to which he has been named;

(2) That he is properly certified as free from any physical defect, deformity or disease which is likely to interfere with the proper discharge of his duties;

(3) That his character is such as to qualify him for such position or employment;

(4) That he possesses the requisite knowledge and ability to enter on the discharge of his official duties.

An officer naming a person for examination will at the same time transmit his certificate that after due inquiry he is satisfied that the character and habits of the person named fit him for the public service, and will append to such certificate such formal vouchers and credentials as he may desire to have considered and placed on file.

In the determination of the character and habits of the nominee the certificate thereof by the nominating officer will be considered as essential.

Rule XXVIII. Selection of the Method of Examination

Whenever a vacancy in the Non-Competitive Class in any department, office or institution is to be filled, the officer having the

authority to fill the same shall notify the Municipal Civil Service Commission which of the three methods, in his discretion, under Rule 26 he selects; and if the choice be an open competition, the Municipal Civil Service Commission will proceed as for an examination under the Competitive Class; but if the choice be by a limited competition, or by the appointment of a person to be duly certified by the Municipal Civil Service Commission as qualified, the officer aforesaid shall name in such notification the person or persons to be examined, and thereupon the Municipal Civil Service Commission shall notify the person or persons so named of the time, place and all special rules laid down for the examination.

Rule XXIX. Registration and Appointment—Labor Class

1. Applicants for positions, under the Labor Class, who produce satisfactory evidence of their capacity for labor, and their habits as to industry and sobriety, shall be registered in the order of their application. The register shall state (1) name, (2) age, (3) residence, (4) citizenship, (5) number and relationship of all persons depending for actual support on the applicant, (6) service in the army or navy in the civil war, (7) previous occupation, (8) references and such other information as may be required.

2. When the services of employees in the Labor Class are required, the officer or person having the appointment shall notify the Municipal Civil Service Commission, stating the number of men wanted, the kind of labor for which they are wanted, and the time and place of employment; and the Municipal Civil Service Commission shall thereupon send to the officer or person making the requisition the names and residences of the number of men called for (if the register contain so many) giving preference to those who have served in the army and navy of the United States during the late Civil War and have been honorably discharged therefrom.

3. Such appointing officer shall forthwith return to the Municipal Civil Service Commission the names of all persons employed with the date of employment, provided that if a less number than those certified shall be so employed they shall be those standing highest on the register.

4. All registration lists shall remain in force for a period of not

less than one year nor more than four years, and new registration lists shall be established when in the opinion of the Municipal Civil Service Commission they seem necessary.

5. There shall be separate applications for the different kinds of labor and employment, and the Municipal Civil Service Commission may establish separate labor lists for the various institutions and departments. The said Municipal Civil Service Commission shall have the power to limit the number of lists upon which an applicant's name shall be registered at the same time. The Municipal Civil Service Commission shall require an applicant for registration for the labor service to furnish such evidence as to his fitness, etc., or pass such examination as may be deemed proper by them, not inconsistent with these rules or the Civil Service Law.

6. In case the Municipal Civil Service Commission is unable to fill a requisition for laborers the fact shall be certified to the officer making the requisition, who shall then make the selection under such rules and regulations as the Municipal Civil Service Commission may from time to time prescribe.

7. The Municipal Civil Service Commission may make such rules as may be necessary to identify the registered applicants, and to preserve a record of their conduct.

8. When the public interests require the employment of one or more persons at common labor for temporary or emergency purposes, the head of the department may appoint, subject to the previous approval of the Municipal Civil Service Commission, the persons most available and best fitted for such work, without reference to the registration lists, but provided that registered applicants seeking temporary employment, who have notified the Municipal Civil Service Commission of their readiness to serve shall be preferred.

Notice of such appointment, giving the names of the appointees, rate of wages, and the occasion and probable duration of their employment shall be immediately filed with the Municipal Civil Service Commission, and all pay rolls therefor shall be presented to the Municipal Civil Service Commission for certification as in other cases. Such employment shall not be continued for a longer period than fifteen days without express authorization of such

extension by the Municipal Civil Service Commission, and then only for a period of fifteen days.

Record of such authorization with the reasons therefor shall be made a part of the minutes of the Municipal Civil Service Commission and duly noted in its annual report to the State Civil Service Commission.

Rule XXX. Probationary Appointments

Except in the case of veterans of the Civil War honorably discharged from the military or naval service of the United States, every original appointment to or employment in any position in the Competitive Class shall be for a probationary term of three months, and an appointing or nominating officer in notifying a person certified to him for appointment or employment shall specify the same as for a probationary term only; and if the conduct, capacity and fitness of the probationer are satisfactory to the appointing officer his retention in the service after the end of such term shall be equivalent to his permanent employment, but if his conduct, capacity or fitness be not satisfactory he may be discharged at the end of such term.

Whenever two or more persons appointed from the same eligible list are serving as probationers in the same department and there is a necessity for a reduction of the force of such department affecting such persons, they shall be preferred for retention in the order of their original standing on the list.

Rule XXXI. Promotions

(1) Whenever a vacancy occurs in any position in the Competitive Class above the lowest grade in any group, the Municipal Civil Service Commission shall forthwith arrange to hold a promotion examination limited to those persons who have for more than six months served with fidelity in the next lower grade in such group, in the same office, department or institution, provided that if there be no persons who have served with fidelity for more than six months in the next lower grade or provided that all persons in the next lower grade fail in any promotion examination, then all persons in the second lower grade who have served with fidelity for more than six months in the same office, department

or institution, shall have the right to compete in such promotion examination.

On the request of the appointing officer the Municipal Civil Service Commission may permit persons occupying two or more of the next lower grades to compete for the promotion, all reasons for such course being set forth in detail.

Whenever after due trial it is found not practicable to fill a vacancy in any position through promotion in the manner herein prescribed, such vacancy shall be filled by original appointment through competitive examination in accordance with the provisions of Rule 20.

(2) As provided by the Civil Service Law an increase in the salary or other compensation of any person holding an office or position within the scope of these rules beyond the limit fixed for the grade in which such office or position is classified, shall be deemed a promotion.

(3) No promotion can be made from a position in one class to a position in another class, unless the same be specially authorized by the Municipal Civil Service Commission, but a person employed in any position, shall not, because of such appointment, be barred from the open competitive examination provided for original entrance to any other position.

(4) The appointing officer shall notify the Municipal Civil Service Commission of any vacancy of a position in his office to be filled by promotion, and thereupon, after consultation with the appointing officer the Municipal Civil Service Commission shall direct a competitive examination of those entitled to enter the same under the provisions of this rule, and shall publish the same by notice, giving date and place, posted conspicuously in the office where such vacancy exists, and sent by mail to those eligible to such examination.

(5) After consultation with the appointing officer under whom the vacancy exists, the Municipal Civil Service Commission may appoint an Examiner. The written part of the examination shall be confined to the duties of the office in which the vacancy occurs, and particularly to the duties of the position to be filled. Due weight will be given to the candidates' seniority and past record in the office, and to any special fitness for the duties of the higher position.

(6) The conduct of such an examination and the preparation of the eligible list shall be subject to the general provision of Rules 13, 14 and 16, except that the term of an eligible list prepared as the result of a promotion examination, is fixed at not less than one nor more than two years from the date of the establishment thereof.

(7) No recommendation of any person for promotion, whether verbal or written, shall be entertained or received, unless made in the ordinary course of duty by his immediate officers and official superiors, and the presentation of any recommendation other than that of such superiors shall be considered an unwarrantable interference with the public service, and the person so recommended may be required to show, before being certified for promotion, that such recommendation was not made by his request or connivance.

Rule XXXII. Transfers, Reinstatements

(1) Transfers of clerks and others included in the Competitive Class may be made from one office or department to a similar position in another, by the mutual consent of the heads of such offices or departments: every such transfer must be reported to the Municipal Civil Service Commission for record within five days from the date thereof. No such transfer will be permitted from a position enumerated in the Competitive Class to a position in the Non-Competitive Class unless the person so transferred passes the non-competitive examination for such position, or from a position enumerated in the Non-Competitive Class to a position in the Competitive Class, unless the person so transferred has such a standing upon a proper eligible list as would entitle him to original appointment to such position.

(2) Any person who has held a position by appointment under the Civil Service Rules, and who has been separated from the service through no delinquency or misconduct on his part, may be reinstated without re-examination in the same or a similar position in the same office or grade, within one year from the date of such separation, provided that for original entrance to the position proposed to be filled by reinstatement there is not required by these rules in the opinion of the Municipal Civil Service Commission, an examination involving essential tests or qualifications different

from or higher than those involved in the examination for original entrance to the position formerly held by the person proposed to be reinstated.

(3) Whenever in any department or institution an office or position is abolished, or whenever the number of positions of a certain character is reduced, the person or persons legally holding the office, or filling the position or positions, shall be entitled to reappointment to or reinstatement in the said office or position if it is thereafter within one year re-established under the same or any other designation.

(4) Upon the written request of an appointing officer stating the essential facts in regard to any proposed transfer or reinstatement, the Municipal Civil Service Commission will, if such transfer be in accordance with law and the provisions of these rules, issue the certificate of that fact to such officer, but no transfer or reinstatement herein authorized shall be valid unless such certificate is issued.

Rule XXXIII. Political Services or Contributions Not Required

No person in the public service is, for that reason, under any obligation to contribute to any political fund or purpose to render any political service, and no person shall be removed or otherwise prejudiced for refusing to do so.

Rule XXXIV. Political Action Unaffected

No person in the public service has the right to use his official authority or influence to coerce the political action of any person or body.

Rule XXXV. Preference of Veterans

Honorably discharged soldiers, sailors and marines from the army or navy of the United States in the late Civil War, who are citizens and residents of the City of Saratoga Springs, N. Y., shall be entitled to preference in appointment and promotion, without regard to their standing on any list from which such appointment or promotion shall be made; provided their qualifications and fitness shall have been ascertained as provided in these rules; and the person thus preferred shall not be disqualified from holding any position in the civil service on account of his age, nor by reason

of any physical disability, provided that age or disability does not render him incompetent to perform the duties of the position applied for.

Rule XXXVI. Power of Removal

(1) Subject only to the qualifications required to be ascertained in accordance with these rules, the power of appointment and the responsibility of selection are in all cases in the appointing officer or officers. The power to remove existing by law on the part of any officer is not impaired by anything contained in these rules, provided, however, that if a person holding a position subject to competitive examination under these rules, after having successfully passed the probationary term, shall be removed or reduced, the reasons therefor shall be stated in writing and filed with the head of the department or other appointing officer, and the person so removed or reduced shall have an opportunity to make an explanation, and in case of an actual removal a written statement of the true grounds thereof shall be forthwith entered upon the records of the department or office in which the person so removed has been employed and a copy of the same forthwith filed with the Municipal Civil Service Commission.

Whenever a position in the Competitive Class of the Civil Service of the city is abolished, or made unnecessary, the person holding such position shall be deemed to be suspended without pay and shall be entitled to reinstatement in the same or any corresponding or similar position if within one year thereafter there be need for his services.

It shall be the duty of the head of the department or office in which the said position has existed to furnish the names of the person or persons so affected to the Municipal Civil Service Commission, with a written statement in the case of each of the date of his original appointment in the service, the nature of his work, and his compensation.

It shall be the duty of the Municipal Civil Service Commission to forthwith place the names of the said person or persons on a list of suspended employees and for one year thereafter certify from the said list the names of the person or persons so placed thereon in the order of their original appointment, for reinstatement or re-employment in the same class or grade of work at which they had

previously been employed, before making certification from any other list.

The failure of any person on said list of suspended employees to accept after reasonable notice any office or position in the service of the City of Saratoga Springs, N. Y., involving the same class or grade of work and at the same wages he received in the position formerly held by him, shall be held to be a relinquishment of his right to reinstatement or re-employment as herein set forth.

Nothing in this rule shall be construed to apply to the position of private secretary, cashier, or deputy of any official or department.

(2) No person holding a position by appointment or employment who is an honorably discharged soldier, sailor, or marine, having served as such in the Union Army or Navy during the war of the rebellion or who is an honorably discharged soldier, sailor or marine, having served as such in the army or navy of the United States during the Spanish-American War or the incidental insurrection in the Phillipines prior to July fourth, nineteen hundred and two, or who shall have served the term required by law in the Volunteer Fire Department, of any city, town or village of the State of New York, or who shall have been a member thereof at the time of the disbandment of such Volunteer Fire Department, shall be removed from such position, except for incompetency or misconduct shown after a hearing upon due notice upon stated charges, and with the right to such employee or appointee to a review of the same according to law and the statute in such cases made and provided.

If the position as held by an honorably discharged soldier, sailor or marine of the war of the Rebellion or of the Spanish-American War or the incidental insurrection in the Philippines prior to July fourth, nineteen hundred and two, or by said volunteer fireman shall become unnecessary or be abolished for reasons of economy or otherwise, the said honorably discharged soldier, sailor or marine, or said volunteer fireman holding said position shall not be discharged from the public service, but shall be transferred to any branch of the said service for duty in such position as he may be fitted to fill receiving the same compensation therefor; and it is hereby made the duty of all persons clothed with the power of appointment to make such transfer effective.

The burden of proving incompetency or misconduct shall be upon the person or persons alleging the same.

Rule XXXVII. Dismissals

No one dismissed from the service for misconduct shall be admitted to examination for appointment in any capacity, in any department of the municipal service within two years from the date of such dismissal.

Rule XXXVIII. Report of Term or Employment

(1) It shall be the duty of each city officer, or board of city officers, appointing or employing an officer, clerk, or other person in the service of the city, forthwith on such appointment to employment to report to the Municipal Civil Service Commission the name of such appointee or employee, the title or character of his office or employment, and the date of the commencement of service by virtue thereof; and forthwith on the termination of such service to report to said Municipal Civil Service Commission the fact and date and cause of such determination.

(2) The Municipal Civil Service Commission shall keep in its office an official roster of the classified city service, and shall enter thereon the name of each and every person who has been appointed to, employed, promoted or reinstated in any position in such service, upon such evidence as it may require and deem satisfactory that such person was appointed to, or employed, promoted or reinstated in the service in conformity with the provisions of law and of these rules. The official roster shall show opposite, or in connection with each name, the date of appointment, employment, promotion or reinstatement and the office in which and the compensation of the position, date of the commencement of the service and the date of transfer in or separation from the service by dismissal, resignation, cancellation, appointment or death.

Rule XXXIX. Certification of Pay Rolls

For the purpose of the certification of payrolls and accounts as required by Section 20 of the State Civil Service Law, appointing officers and heads of departments shall furnish the Municipal Civil

Service Commission with payrolls, accounts and certificates in form, and manner as follows:

(1) Heads of departments, officers and institutions in the city service, whose employees are paid individually direct from the city treasury of the city, shall furnish the Municipal Civil Service Commission before payment is to be made, a payroll in duplicate showing the names of the persons to be paid, the title of the position held or kind of service performed by each person, the rate and amount of compensation to which he is entitled, and the period for which he is to be paid, and shall certify that the persons named therein are employed solely in the proper duties of the positions and employments indicated, and that persons described as or proposed to be paid as "laborers" are employed at ordinary unskilled labor only. After examination and certification by the Municipal Civil Service Commission as hereafter prescribed, such payrolls shall be transmitted by said Municipal Civil Service Commission to the City Clerk or fiscal officer for further examination and payment, as required by law, and one of said duplicates shall accompany the warrant on the City Treasurer or other disbursing officer.

(2) For payments for irregular or occasional service, the head of such department, office or institution shall transmit to the Municipal Civil Service Commission the original account or a special payroll bearing his written approval, which approval shall be deemed to be a certificate of the facts required by the preceding section to be certified on the regular payrolls. Upon examination and certification by the Municipal Civil Service Commission such accounts and payrolls shall be forwarded to the City Clerk or other fiscal officer.

(3) The Secretary of the Municipal Civil Service Commission shall compare such payroll or account for services with the official roster and shall attach or place thereon a certificate in form substantially as follows:

"I hereby certify that the persons named in the above payroll, occupying positions in the classified service, have been appointed or employed in pursuance of the Civil Service Law and the rules and regulations made in accordance with such law. (Chapter 15, Laws of 1909.)

.....
Secretary Municipal Civil Service Commission."

The Municipal Civil Service Commission may designate a commissioner for the purpose of making and signing certificates in the absence of the secretary.

(4) Upon satisfactory evidence that, with intent to evade the provisions of the law and of these rules, any person appointed to or employed in any position in the classified service has been assigned to perform duties other than those for which he was examined and certified, or under any title not appropriate to the duties to be performed, the Municipal Civil Service Commission will refuse certification of such person for payment of compensation and remove his name from the official roster.

Rule XL

All eligible lists of persons examined for appointment or promotion in the Civil Service of the Village of Saratoga Springs, prior to the adoption of these rules, shall be continued in full force and effect, and may be certified to the person or persons holding the power of appointment or promotion, until an examination is held and a new eligible list made up, subject however, to such reasonable regulation and revision as these rules shall prescribe.

Rule XLI

Any person or persons holding positions in the Civil Service of the Village of Saratoga Springs subject to the provisions of the State Civil Service Rules may, in the discretion of the appointing officer or board, be continued in the same or similar positions in the Civil Service of the City of Saratoga Springs from and after the date of approval of these rules without examination.

Rule XLII. When the Rules Take Effect

These rules shall take effect on and after the date of their approval by the State Civil Service Commission of the State of New York.

SCHEDULES

The following is a list of the officers and positions in the Civil Service of the City of Saratoga Springs, classified in accordance with the foregoing rules, and therein referred to:

UNCLASSIFIED SERVICE

First — The Mayor, City Commissioners, City Judge, all officers elected by the People, Members of the Municipal Civil Service Commission, Members of the Municipal Examining Board of Plumbers and all Election Officers and Inspectors.

Second — Persons employed in or who seek to enter the public service as Superintendent, Principals, or Teachers under the Education Department of the City, namely: The Superintendent, Principals and Teachers employed by the Board of Education.

CLASSIFIED SERVICE

Exempt Class

City Attorney,
Acting City Judge,
City Engineer (per diem employment),
Two City Marshals (paid by fees).
Receiver of Taxes,
City Record Clerk,
Deputy Commissioner of Finance,
Deputy Commissioner of Public Works,
Deputy Commissioner of Safety,
Clerk of the City Court,
Sexton at Cemetery.

Competitive Class

Competitive examinations for positions in the Civil Service of the City of Saratoga Springs shall be held for the following positions, and for all other positions, not otherwise classified, which shall be added to the following list, provided that no examination shall be held for a position for which an examination under any of the titles here specified would furnish a proper eligible list. Promotion examinations shall be held whenever required by these rules:

Stenographer for Commissioner of Accounts,
Three Deputy Assessors,
Clerk to Commissioner of Public Works.
Superintendent of Parks,
Chief Engineer at Pumping Station,

Assistant Engineer at Pumping Station,
 Superintendent of Streets (inside District),
 Superintendent of Streets (outside District),
 Three Firemen at Pumping Station,
 Electrician at Pumping Station,
 Superintendent of Sewage Disposal Plant,
 Two Meter Inspectors,
 Superintendent of Police,
 Chief Engineer at Fire Department,
 Health Officer,
 Sanitary Inspector,
 Investigator (Charities),
 Plumbing Inspector,
 Policemen,
 Firemen at Fire Department,
 Janitors of Schools,
 Attendance Officers,
 Janitor of City Hall and Convention Hall.

Non-Competitive Class

City Physician,
 Three Caretakers at Hack Stand,
 Poundmaster.

Labor Class

Laborers and Day Workmen.

The foregoing rules and regulations have been approved and adopted by the Municipal Civil Service Commission of the City of Saratoga Springs, N. Y., and are herewith submitted for approval by the State Civil Service Commission of the State of New York.

Dated, Saratoga Springs, N. Y., the 22d day of June, 1915.

THOS. R. KNEIL,
 H. L. WATERBURY,
 THOMAS F. MAGOVERN,
 Municipal Civil Service Commission.

City of Saratoga Springs, }
 Office of the Mayor, } ss.:

In the exercise of the authority conferred by Section 11 of the Civil Service Law of the State of New York, the foregoing rules

and regulations for the Civil Service of the City of Saratoga Springs, N. Y., are hereby in all things approved.

In Witness Whereof, I have hereunto set my hand and seal this 22d day of June, 1915.

W. P. BUTLER, (L. S.)
Mayor of the City of Saratoga Springs.

Attest:

M. J. MULQUEEN,
City Clerk.

STATE OF NEW YORK,
Office State Civil Service Commission,
Albany, June 23, 1915.

The foregoing rules and regulations for the Civil Service of the City of Saratoga Springs, N. Y., having been duly examined, are hereby approved by the State Civil Service Commission.

JOHN C. BIRDSEYE,
Secretary.

AMENDMENTS TO CITY CIVIL SERVICE RULES APPROVED

Batavia

The following resolution was adopted by the Municipal Civil Service Commission April 1, 1915, and approved by the Mayor:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the classification of positions under the Civil Service in the City of Batavia, be amended by striking from the competitive class the position of Health Officer and adding same to the list of positions enumerated in the non-competitive class.

(Approved April 9, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission May 3, 1915, and approved by the Mayor May 5, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the classification of the positions under Civil Service in the City of Batavia be amended by adding the position of "inspector of plumbing" to the list of positions enumerated in the competitive class.

(Approved May 12, 1915.)

Beacon

The following resolution was adopted by the Municipal Civil Service Commission and approved by the City Council April 5, 1915:

Resolved, That, subject to the approval of the City Council and the State Civil Service Commission, the classification of positions in the Civil Service of the City of Beacon be and hereby is amended by striking from the Non-Competitive Class the position of "street foreman," thus transferring said position from that class to the Competitive Class, competitive examination therefor being considered practicable.

(Approved April 30, 1915.)

Binghamton

The following resolution was adopted by the Municipal Civil Service Commission July 8, 1915, and approved by the Mayor:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the following be added to the first paragraph of Rule II, appointment of commissioners, page four of the Rules for admission to the civil service of the City of Binghamton: "The Civil Service Commission shall, after due examination, appoint an assistant secretary, who shall be in attendance at the office of the Municipal Civil Service Commission during the usual business hours, and who shall, in the absence or disability of the secretary, have the same powers and authority conferred upon the secretary under these rules, and whose salary shall be fixed by the Mayor."

(Approved July 15, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission July 22, 1915, and approved by the Mayor July 28, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the position of Assistant Secretary be and the same hereby is placed in the Competitive Class.

(Approved, August 6, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission July 27, 1915, and approved by the Mayor:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the position of Matron be and the same hereby is placed in the Competitive Class.

(Approved September 2, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission September 9, 1915, and approved by the Mayor:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the following positions be and the same hereby are placed in the Competitive Class: "Orderly, Dietitian, Bath House Attendant, Supervisor of Playgrounds, Medical Inspector, Supervisor of Physical Welfare, Telephone Operator, Assistant Supervisor of Physical Welfare."

(Approved September 21, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission October 11, 1915, and approved by the Mayor:

Resolved, That Rule II of the Civil Service rules of the City of Binghamton be amended to read as follows:

“ Rule II. Appointment of Commissioners

For the purpose of ascertaining the merit and fitness of persons seeking or named for positions in the departments and offices of the municipal government to which these rules apply, there shall be a Municipal Civil Service Commission, which shall be composed of three citizens of the city of Binghamton, designated and appointed by the Mayor, each of whom shall be known as a Municipal Civil Service Commissioner of the City of Binghamton, and not more than two of whom shall belong to the same political party. These commissioners shall be appointed for terms of three years. The three citizens appointed as Municipal Civil Service Commissioners to assume office on January 1, 1916, shall be appointed for terms of three, two, and one year respectively. Thereafter one Municipal Civil Service Commissioner shall be appointed to assume office on January 1, each succeeding year, for a term of three years. The Municipal Civil Service Commission shall, annually, at the first meeting in January, elect one of its members to act as president of the board, and also one of its members who shall be known as secretary of the board, whose duty it shall be to keep the minutes of executive sessions of the board.

The Municipal Civil Service Commission shall after due examination appoint an Assistant Secretary, who shall be in attendance at the office of the Municipal Civil Service Commission during the usual business hours and who shall, in the absence of the Secretary, have the same powers and authority conferred upon the Secretary, under these rules, and whose salary shall be fixed by the Mayor.

It shall be the duty of such Municipal Civil Service Commission to conduct all examinations called for under these rules, to ascertain the merit and fitness of candidates for admission into the Civil Service in respect to character, knowledge and ability for the particular branch of the service into which they seek to

enter, and to estimate and determine the relative excellence or standing of the persons examined, and to certify the same in such manner and form as may be prescribed. They shall also make and file with the State Civil Service Commission such annual and other reports and roster of the classified civil service of said city as required by chapter 370 of the Laws of 1899. The Assistant Secretary of the Board shall keep the minutes of its proceedings and all necessary records of applicants, their examinations and standings, and a complete record of all persons employed in the several departments and offices to which these rules apply, and of all appointments, promotions, transfers, dismissals, resignations and changes of any sort therein, and perform such other duties pertaining to the office that the Board may direct. In the event of a vacancy in the position of Assistant Secretary the position shall be filled in the manner laid down for all positions in the competitive class."

(Approved October 28, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission October 26, 1915, and approved by the Mayor:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the position of Manual Instructor, fire department, be and the same hereby is placed in the Competitive Class.

(Approved November 3, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission November 18, 1915, and approved by the Mayor:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the word "Assistant" be inserted before the word "Secretary" in the first line of subdivision three, Rule XXXVII; the words "to act" be inserted after the word "members" in the first line, third paragraph of subdivision three, Rule XXXVII; the word "Assistant" be inserted before the word "secretary" in the last line of the third paragraph of subdivision three, Rule XXXVII; also the word "Assistant" before the word "Secretary" under the blank line following the form of certification.

(Approved November 20, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission November 18, 1915, and approved by the Mayor:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the position of "Supervisor of physical welfare" be and the same hereby is removed from the Competitive Class, Classified Service, and placed in the Unclassified Service.

(Approved December 8, 1915.)

Buffalo

The following resolution was adopted by the Municipal Civil Service Commission January 22, 1915, and approved by the Mayor January 23, 1915:

Resolved, That the positions of Fireman (steam), and Engineers (steam and all other classes), in the various offices, departments and employments of the City of Buffalo be and hereby are taken out of the Labor (schedule D) class and placed in the Competitive (schedule B) class.

(Approved January 28, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission April 5, 1915, and approved by the Mayor April 12, 1915:

Resolved, That the position of Seamstress, Municipal Hospital, Department of Health, be placed in the Non-Competitive (schedule C) class.

(Approved April 15, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission August 5, 1915, and approved by the Mayor September 9, 1915:

Resolved, That the positions of Second Laboratory Assistant, Third Laboratory Assistant, and Fourth Laboratory Assistant, Department of Health, be taken out of the Non-Competitive (schedule "C") class, and placed in the Competitive (schedule "B") class.

(Approved September 11, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission September 1, 1915, and approved by the Mayor September 11, 1915:

Resolved, That the provisions of Rule XVIII, the Labor Class, of the rules and regulations of the Civil Service of Buffalo, be suspended for a period of six months from September 1, 1915, in the matter of persons covered by Division I now employed or who may hereafter be employed in the collection and disposal of ashes and garbage and street cleaning in the Bureau of Streets, Department of Public Works.

(Approved September 21, 1915.)

Canandaigua

The following resolution was adopted by the Municipal Civil Service Commission May 17, 1915, and approved by the Mayor May 31, 1915:

Resolved, That subdivision 12 of Rule VIII of the Rules and Regulations of the Civil Service of the City of Canandaigua, N. Y., relating to maximum age limit of applicants for appointment to positions in the police department, be and the same hereby is amended by striking out the word "thirty" and inserting in lieu thereof the word "forty".

(Approved July 6, 1915.)

Cohoes

The following resolution was adopted by the Municipal Civil Service Commission and approved by the Mayor April 20, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the following be adopted as and for Civil Service Rule XLI: "Rule XLI. The commission, upon the written request of an appointing board or officer, may, in their discretion, raise or lower the maximum or minimum age qualification required for any position, except positions in the fire and police departments; provided, however, that such age qualification shall apply to all applicants for the same examination."

(Approved April 27, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission and approved by the Mayor April 20, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the following classification of the offices and positions in the Civil Service of the City of Cohoes

be adopted as an amendment to and in the place and stead of the classification now in force:

UNCLASSIFIED SERVICE

First — Officers elected by the people, viz., the Mayor; two Assessors; Aldermen.

Second — All elections officers.

Third — Officers appointed by the Mayor: One Assessor, Corporation Counsel, City Engineer, Comptroller, Treasurer, Police Justice of the City of Cohoes, Judge of the City Court of Cohoes, five school Commissioners, Commissioner of Public Works, Commissioner of Public Safety, Commissioner of Charities, Board of Health, Examining Board of Plumbers, three City Marshals, three Civil Service Commissioners.

Fourth — Officers appointed by the Common Council: City Clerk, Commissioners of Deeds, Page to the Common Council.

Fifth — Persons employed in or who seek to enter the public service as Superintendents, Principals, or Teachers in the Education Department of the City, viz., all Superintendents, Principals and Teachers employed by the Board of Education.

CLASSIFIED SERVICE

Exempt Class

Clerk of the City Court, Deputy City Clerk, Deputy Comptroller, Deputy Commissioner of Charities, Deputy Commissioner of Public Works, Deputy Treasurer, Secretary to the Board of Assessors.

Competitive Class

Competitive examinations for positions in the Civil Service of the City of Cohoes shall be held for the following positions, and such other positions not otherwise classified, as the Municipal Civil Service Commission may determine: Assistant Superintendent, Water Department; Attendance Officer, Education Department; Bookkeeper, Comptroller's Department; Chauffeur-mechanic, Fire Department; Chemist, Water Department; Clerk to the Board of Education; Clerk to the Commissioner of Public Works; Clerk to the Municipal Civil Service Commission;

Clerk to the Treasurer; Driver, Fire Department; Engineer, Fire Department; Fireman, Fire Department; Foreman, Fire Department; Foreman, Water Department; Health Officer; Hygienic Inspector; Hoseman, Fire Department; Inspector of Food Products; Inspector, Water Department; Jailer and Station House Keeper; Janitor; Patrolman, Police Department; Paving Inspector; Plumbing Inspector; Registrar of Vital Statistics; Sanitary Inspector; Sergeant, Police Department; Superintendent of Fire Alarm; Superintendent, Water Department. The Competitive Class includes, furthermore, all Clerks, Recorders, Stenographers, Bookkeepers and others rendering clerical services, and not included in the Exempt Class; and all policemen, firemen, messengers, orderlies, court attendants, guards and keepers in station houses; and all persons employed or appointed in the public service and not specifically included in the Exempt, Non-Competitive and Labor Classes.

Non-Competitive Class

The Non-Competitive Class shall include such positions as are not in the Exempt Class, and which it is impracticable to include in the Competitive Class. It shall comprise the following positions and such other positions as may hereafter be added, provided, that from time to time, the Commission shall transfer positions from this class to the Competitive Class whenever it may be found practicable to hold competitive examinations to fill them: Chief Engineer of the Fire Department, Chief of Police, Surgeon, Police Department; Veterinarian, Fire Department.

Labor Class

The Labor Class shall include Laborers, Day Workmen, Teamsters, Foremen or Timekeepers of gangs of laborers.

(Approved April 27, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission and approved by the Mayor June 3, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the list of positions in the Unclassified Service be amended by striking therefrom and including in the Competitive Class the position of "Sealer of weights and

'measures", and by striking from the list of positions in the Unclassified Service and including in the Non-Competitive Class the positions of "Three district physicians."

(Approved June 10, 1915.)

Elmira

The following resolution was adopted by the Municipal Civil Service Commission on June 3, 1915, and approved by the Mayor:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the classification of positions under the Elmira Water Board be as follows: "Competitive class: Superintendent, pumping and filtering plant; Superintendent of Distribution; Meter Inspector; Foreman; Engineer, power station; Bookkeeper. Labor class: Laborers; Filter Plant Operators."

(Approved June 7, 1915.)

Hudson

The following resolution was adopted by the Municipal Civil Service Commission September 7, 1915, and approved by the Mayor October 23, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the rules for the Classified Civil Service of the City of Hudson, under the title "Competitive Class," on page 31 of said rules, be and hereby are amended to read as follows:

Competitive Class

Examination for positions in the Civil Service of the City of Hudson shall be held for the following positions, and such other positions not otherwise classified, as the Municipal Civil Service Commission, by unanimous vote may determine, provided that no examination shall be held for a position for which an examination in any of the titles here specified would furnish an appropriate eligible list: Chief of Police, Sergeants of Police, Patrolmen of Police, Superintendent of Cemeteries, Assistant Superintendent of Public Works, Clerk or other person performing similar duties, Sealer of Weights and Measures, Keeper of City Reservoirs, Public Health Nurse. The Competitive Class includes, furthermore,

all policemen and all persons employed or appointed in the public service and not specially included in the Exempt, Non-Competitive or Labor Class.

(Approved October 28, 1915.)

Kingston

The following resolution was adopted by the Municipal Civil Service Commission June 25, 1915, and approved by the Mayor October 15, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Rule XXXIX of the Municipal Civil Service Rules of the City of Kingston be and it hereby is amended to read as follows:

CLASSIFIED SERVICE

Police Department

All applicants for appointment to positions in the Police Department, except for the position of Matron, must have the following special qualifications: First, they must be citizens of the United States and have been residents of the City of Kingston at least two years next prior to the date of their application; second, they must not be less than twenty-three, nor more than thirty-three years of age; third, they must be not less than five feet, nine inches in height, and their weight and chest measurements must be certified by the Examining Physician and the Police Surgeon to conform to the height according to the following table:

Height	Minimum weight	Maximum weight	Average chest measurement with minimum expansion of three inches
5 ft., 9 in.	145 lbs.	180 lbs.	37 in.
5 ft., 10 in.	150 lbs.	188 lbs.	37½ in.
5 ft., 11 in.	155 lbs.	194 lbs.	38 in.
6 ft.	160 lbs.	200 lbs.	38½ in.
6 ft., 1 in.	165 lbs.	206 lbs.	39 in.
6 ft., 2 in.	170 lbs.	212 lbs.	39½ in.
6 ft., 3 in.	175 lbs.	218 lbs.	40 in.
6 ft., 4 in.	180 lbs.	225 lbs.	40½ in.

Fourth, they must be free from any physical defect, deformity or disease, and must, before being admitted to examination, be cer-

tified by the examining physician of the Commission, to be physically qualified for the service, and the report of such physician shall be made to the Commission upon a form prepared by the Commission.

(Approved October 18, 1915.)

Newburgh

The following resolution was adopted by the Municipal Civil Service Commission and approved by the Mayor February 15, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the office now known and designated as "Stenographer to board of health, who acts as registrar of vital statistics", same being set forth in the Classified Service under the head of Competitive Class, be amended and changed by striking therefrom that portion which refers to the duties of Registrar of Vital Statistics, so that such classification shall read as follows: "Stenographer to the board of health."

(Approved February 25, 1915.)

New York

The following resolutions were adopted by the Municipal Civil Service Commission December 16, 1914, and approved by the Mayor January 8, 1915:

Resolved, That the Municipal Civil Service classification be and the same hereby is amended by including in the Competitive Class, Part IV (the Inspection Service), Group 5 (Inspectors, Miscellaneous), the following title: "inspector of blasting."

Resolved, That the Municipal Civil Service classification be and the same hereby is amended by including in the Labor Class, Part I, the following: "Cleaner (women), department of education; Cleaner (men), department of education."

(Approved January 13, 1915.)

The following resolutions were adopted by the Municipal Civil Service Commission January 6, 1915, and approved by the Mayor January 21, 1915:

Resolved, That the Municipal Civil Service classification be and the same hereby is amended by including in the Competi-

tive Class, Part I (ungraded positions), Group 3 (positions of a special or miscellaneous character), the following: "Swimming instructor."

Resolved, That the Municipal Civil Service classification be and the same hereby is amended by including in the Competitive Class, Part XII (the Medical Service), the following: "Alienist."

(Approved January 25, 1915.)

The following resolutions were adopted by the Municipal Civil Service Commission January 13, 1915, and approved by the Mayor January 21, 1915:

Resolved, That the Municipal Civil Service classification be and the same hereby is amended by including in the Labor Class, Part II, the title: "Window cleaner."

Resolved, That the Municipal Civil Service classification be and the same hereby is amended by striking from the Exempt Class, under the heading "Commissioner of Accounts", the following: "Two stenographers to commissioners."

(Approved January 25, 1915.)

The following resolutions were adopted by the Municipal Civil Service Commission January 27, 1915, and approved by the Mayor February 10, 1915:

Resolved, That the Municipal Civil Service classification be and the same hereby is amended by including in the Labor Class, Part II, the following: "Automobile engineman with a knowledge of hoisting apparatus for sewage disposal work."

Resolved, That the Municipal Civil Service classification be and the same hereby is amended by including in the Competitive Class, Part IX, (the Prison Service), the following: "Superintendent of women prisoners."

(Approved February 25, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission January 27, 1915, and approved by the Mayor February 10, 1915:

Resolved, That the Municipal Civil Service classification be and the same hereby is amended by striking from the Competitive Class, Part I (ungraded positions), Group 3 (positions of a special or miscellaneous character), the title: "Examiner of charitable

institutions", and by including therein the following: "Social investigator; supervising social investigator; director of social investigations."

(Approved March 10, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission February 3, 1915, and approved by the Mayor March 20, 1915:

Resolved, That the Municipal Civil Service Classification be and the same hereby is amended by including in the Non-Competitive Class for Sea View Hospital, under the heading "positions in the department of public charities at compensations not exceeding the amounts set forth below," the following: "Resident interne, \$540 per annum (with maintenance)".

(Approved March 26, 1915.)

The following resolutions were adopted by the Municipal Civil Service Commission March 31, 1915, and approved by the Mayor April 16, 1915:

Resolved, That the Municipal Civil Service classification be and the same hereby is amended by striking from the Exempt Class, under the heading "Commissioner of Accounts," the title: "Director, Standard Testing Laboratory", and by including in the Exempt Class, under the heading "Board of Estimate and Apportionment," the following: "Director of Laboratory."

Resolved, That the classification of positions in the Competitive Class be and the same hereby is amended by transferring from Part IX (the Prison Service) to Part I (ungraded positions), Group 3 (positions of a special or miscellaneous character), the following: "Superintendent of women prisoners."

(Approved April 26, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission April 7, 1915, and approved by the Mayor April 16, 1915:

Resolved, That the Municipal Civil Service classification be and the same hereby is amended by including in the Competitive Class, Part I (ungraded positions), Group 3 (positions of a special or miscellaneous character), the following: "Overseer, New York City Reformatory".

(Approved April 26, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission April 7, 1915, and approved by the Mayor April 24, 1915:

Resolved, That paragraph 2 of Civil Service Rule XVII (special provisions affecting the Police and Fire Services) be and the same hereby is amended to read as follows: "2. The minimum relative measurements required shall be as follows:

Fireman

Height	Weight	Expanded Chest	Chest Mobility
5 feet, 7 inches	140 pounds	38 inches	3½ inches
5 feet, 7½ inches	140 pounds	38 inches	3½ inches
5 feet, 8 inches	140 pounds	38 inches	3½ inches
5 feet, 9 inches	145 pounds	38½ inches	4 inches
5 feet, 10 inches	150 pounds	38½ inches	4 inches
5 feet, 11 inches	155 pounds	39 inches	4 inches
6 feet	160 pounds	39 inches	4 inches
6 feet, 1 inch	165 pounds	39½ inches	4 inches
6 feet, 2 inches	170 pounds	39½ inches	4 inches
6 feet, 3 inches	175 pounds	39½ inches	4 inches
6 feet, 4 inches	180 pounds	40 inches	4½ inches
6 feet, 5 inches	185 pounds	40 inches	4½ inches

Patrolman

Height	Weight	Expanded Chest	Chest Mobility
5 feet, 7½ inches	140 pounds	36½ inches	3 inches
5 feet, 8 inches	140 pounds	37 inches	3 inches
5 feet, 9 inches	145 pounds	37½ inches	3½ inches
5 feet, 10 inches	150 pounds	38 inches	3½ inches
5 feet, 11 inches	155 pounds	39 inches	3½ inches
6 feet	160 pounds	39 inches	4 inches
6 feet, 1 inch	165 pounds	39½ inches	4 inches
6 feet, 2 inches	170 pounds	39½ inches	4 inches
6 feet, 3 inches	175 pounds	39½ inches	4 inches
6 feet, 4 inches	180 pounds	40 inches	4½ inches
6 feet, 5 inches	185 pounds	40 inches	4½ inches

(Approved April 27, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission May 1, 1915, and approved by the Mayor May 3, 1915:

Resolved, That Rule XII of the Rules of the Municipal Civil Service Commission be and the same hereby is amended by changing paragraph 6 to read "6 (a)" and by inserting therein the following: "6 (b). The Commission may also, by resolution, except from competitive examination a person nominated for appointment to do a special piece of work of a technical, scientific, professional or expert character, which has been authorized by law, ordinance or resolution adopted by the duly constituted authorities of the city and is to be completed within a fixed period of time, and where the amount of compensation shall not exceed \$750, and where it shall appear that the nominee possesses unusual or peculiar qualifications for the service, and that for reasons specified in the minutes, competition in such case is not practicable. Successive appointments shall not be permitted under this provision except that the Commission may, by resolution, to meet a public emergency, for reasons specified in its minutes and in its annual report, allow one extension for a further fixed period, subject to the approval of the Mayor and the State Civil Service Commission, in cases where the compensation is extended to an amount in excess of \$750. In similar cases where the original compensation exceeds \$750 the Commission may take similar action, subject to the approval of the Mayor and the State Civil Service Commission. The head of a department asking for an extension of time shall give the Commission at least thirty days' notice before the expiration of the original appointment. No exception of the same person for like service shall be made under this subdivision or under subdivision 6(a) of this rule if an exception has already been made under the other provision; provided that the Commission may suspend the latter limitation only in cases existing at the time of the adoption hereof."

(Approved May 4, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission February 3, 1915, and approved by the Mayor May 1, 1915:

Resolved, That the Municipal Civil Service classification be

and the same hereby is amended by striking from the Exempt Class, under the heading "Bellevue and Allied Hospitals," the line "eight chaplains," and substituting therefor the following: "nine chaplains."

(Approved May 13, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission May 5, 1915, and approved by the Mayor May 12, 1915;

Resolved, That the Municipal Civil Service classification be and the same hereby is amended by including in the Labor Class, part III, the following: "Craneman (electric)."

(Approved May 19, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission May 12, 1915, and approved by the Mayor May 15, 1915:

Resolved, That Clause 3 of Rule XII, of the rules of the Municipal Civil Service Commission, be and the same hereby is amended to read as follows: "3. Whenever there are urgent reasons for filling a vacancy in the Competitive Class and there is no list of persons eligible for appointment after competitive examination, the appointing officer may nominate a person to the Commission for non-competitive examination, and if such nominee shall be certified by the Commission as qualified after such non-competitive examination, he may be appointed provisionally to fill such vacancy until a selection and appointment can be made after competitive examination; but such provisional appointment shall not continue for more than ten days after an appropriate list has been established, nor for a longer period, in any case, than four months; nor shall successive provisional appointments be made to the same position under this provision."

(Approved May 19, 1915.)

The following resolutions were adopted by the Municipal Civil Service Commission May 19, 1915, and approved by the Mayor May 22, 1915:

Resolved, That paragraph 3 of Rule III, of the rules of the Municipal Civil Service Commission, be and the same hereby is amended to read as follows: "3. The secretary, the chief examiner, the assistant chief examiners, and such other examiners as

may be designated by the Commission, shall constitute an advisory board for the discussion of methods of examination and rating and of such other matters as the Commission may refer to them. The Commission may, whenever necessary, secure the assistance of experts in an examination of a special or technical character.

An examination of candidates for the position of Civil Service Examiner shall be conducted by the Commission or by experts employed therefor; but no person shall at any time be employed as an examiner for positions in the Competitive Class who is a public officer of the City of New York, other than a Notary Public or a Commissioner of Deeds, or who is employed in any other department of the city government.

Resolved, That Paragraph 5 of Rule IX of the Rules of the Municipal Civil Service Commission be and the same hereby is amended to read as follows: "5. No examination paper or any part thereof, and no record of the results of a physical test, or any other record or statement rated as part of an examination, or in connection therewith, shall be subject to review, alteration or rerating after the marks of the examiners have been registered or attested as required hereunder; except that the Commission, at any time within a year from the date of the certification of an examination, may correct any manifest error or mistake of marking or rating appearing in any such paper or record, the nature of which it shall set forth in its minutes. In cases of claim of manifest error or mistake in rating mental examinations, such claim must be made in writing within sixty days from the date of the promulgation of the eligible list resulting from such examination. Such correction, in any case, shall be without prejudice to the status of any person previously appointed as a result of such examination."

(Approved May 28, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission April 28, 1915, and approved by the Mayor May 19, 1915:

Resolved, That Paragraphs 2, 3 and 7 of Civil Service Rule XVIII (the Non-Competitive Class), be and hereby are amended to read as follows: "2. In each department where there are positions in the Non-Competitive Class there shall be a Board of

Examiners for such positions composed of three officers or employees of the department who shall be designated by the appointing officer therein, subject to confirmation by the Commission. In each institution where there are positions in the Non-Competitive Class there shall be an institutional examiner for such positions who shall be designated by the appointing officer of the department, subject to confirmation by the Commission. Members of the Board of Examiners and the institutional examiners mentioned herein shall, so far as practicable, be persons holding positions in the Competitive Class.

“ 3. A vacancy in any position in the said class, the incumbent of which is employed at an institution, at a compensation not exceeding the limit, if any, set in the classification for such position, may be filled by the appointment of any person who upon nomination by the appointing officer and upon proper non-competitive examination shall be certified by the institutional examiner to be qualified to perform the duties of such position. A vacancy in any position in the said class, the incumbent of which is employed in the central office of the department or in a detached bureau of the department outside an institution, may be filled in a similar manner, except that the non-competitive examination therefor shall be conducted by the board of examiners. In any department or institution having a number of such employees in the same class of work, the appointing officer, in order to provide a list permitting of immediate selection in case of necessity, may nominate for examination more than one person, but selection shall be made in such a case in the order of the placing of the names upon such list.

“ 7. Each institutional examiner shall transmit to the departmental board of examiners on forms provided by the Commission a statement of the character, scope and results of examinations of each candidate conducted by him. Such departmental board of examiners shall transmit the said reports of the institutional examiners to the Commission at the end of each week and similar reports of examinations conducted by the departmental board of examiners. Such reports shall be subject to review by the Municipal Civil Service Commission at all times and if found unsatis-

factory shall be disapproved. The reports shall be filed in the office of the Municipal Commission as permanent records.”

(Approved May 28, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission June 2, 1915, and approved by the Mayor June 15, 1915:

Resolved, That the Municipal Civil Service classification be and the same hereby is amended by including in the Competitive Class, Part II (the clerical service), Group 3 (stenographers), the title “Stenotypist.”

(Approved June 22, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission June 16, 1915, and approved by the Mayor June 22, 1915:

Resolved, That Clause 2 of Rule XXI of the Rules of the Municipal Civil Service Commission be and the same hereby is amended to read as follows: “2. All payrolls shall, before transmission to the Comptroller or other fiscal officer of the city, bear the certificate of the Commission that the persons whose names appear thereon have been appointed or employed or promoted in pursuance of the Civil Service Law and of these rules. Such payrolls shall in each case be duly verified, and if it appears that any person whose name is borne thereon has been appointed or employed, or continued in employment, in any manner contrary to the provisions of law or of these rules, such certification, in the case of such person, shall be denied. The certificate herein required shall be attached by such employees of the Commission as the Commission shall, by resolution, designate therefor.”

(Approved July 6, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission November 25, 1914, and approved by the Mayor July 12, 1915:

Resolved, That the Municipal Civil Service Classification be and the same hereby is amended by striking from the non-competitive class, under the heading “Positions in the department of public charities, at compensations not exceeding the amounts set forth below (with maintenance),” the line “Automobile or ambu-

lance driver, \$960 per annum," and substituting therefor the following: "Ambulance driver, \$960 per annum."

(Approved July 16, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission July 21, 1915, and approved by the Mayor August 5, 1915:

Resolved, That the Municipal Civil Service classification be and the same hereby is amended by including in the non-competitive class, under the headings "Positions in the department of public charities, at compensations not exceeding the amount set forth below; Positions in the Bellevue and Allied Hospitals, at compensations not exceeding the amounts set forth below; Positions in the department of health, at compensations not exceeding the amounts set forth below; Hospitals for contagious disease in New York City," the following: "Hospital clerk, \$480 per annum (without maintenance); Hospital clerk, \$480 per annum (with maintenance)."

(Approved September 8, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission July 28, 1915, and was approved by the Mayor August 5, 1915:

Resolved, That the Municipal Civil Service classification be and the same hereby is amended by striking from the exempt class, under the heading "Police Department", the line "four deputy commissioners," and substituting therefor the following: "five deputy commissioners."

(Approved September 8, 1915.)

The following resolutions were adopted by the Municipal Civil Service Commission July 28, 1915, and approved by the Mayor August 9, 1915:

Resolved, That the first paragraph of clause 2 of Rule XII of the Municipal Civil Service Rules be and the same hereby is amended to read as follows: "2. The Commission shall establish and maintain separate eligible lists of persons willing to accept temporary employment as clerk, playground attendant, gymnasium attendant, school farm attendant, gardener, typewriter accountant and attendant, under the conditions of the preceding clause. If the appointing officer shall certify that the services of a

person appointed from any such list have been satisfactory, the name of such person shall, at the termination of such temporary employment, be placed on a preferred list, from which he shall be eligible for re-employment for any similar service under the conditions of clause 1 of Rule XIII, provided he shall have served for not less than the probationary period as required by the provisions of Rule XI, clause 2."

Resolved, That clause 2 of Rule XI of the Municipal Civil Service Rules be and the same hereby is amended to read as follows: "2. The person selected shall be duly notified by the appointing officer, and, upon accepting and reporting for duty, shall receive from such officer a certificate of appointment for a probationary period of three months; except for the position of patrolman, where such period shall be six months. For temporary service in accordance with clause 1 of Rule XII, such certificates of appointment shall be issued for a probationary period of fifteen days. For temporary service in accordance with clause 2 of Rule XII, such certificates of appointment shall be issued for a probationary period of one month. If his conduct or capacity on probation be unsatisfactory to the appointing officer the probationer shall be notified in writing that at the end of such period he shall, for that reason, not be retained; his retention in the service otherwise shall be equivalent to permanent appointment. Veterans of the Civil War, honorably discharged from the military or the naval service of the United States, shall not be subject to such probation."

(Approved September 9, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission December 16, 1914, and approved by the Mayor January 15, 1915:

Resolved, That the Municipal Civil Service classification be and the same hereby is amended by including in the labor class, part III, the title, "Auto Truck Driver."

(Approved September 21, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission August 18, 1915, and approved by the Mayor September 9, 1915:

Resolved, That the Municipal Civil Service Classification be and the same hereby is amended by striking from the non-competitive class, department of health, under the heading "Hospitals for contagious diseases in New York City (without maintenance)", the following "Attending physician at tuberculosis clinics, \$600 per annum."

(Approved September 21, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission September 15, 1915, and approved by the Mayor September 27, 1915:

Resolved, That the fourth paragraph of clause 4 of civil service rule XIX be and the same hereby is amended to read as follows: "The classification of positions in the labor class shall be printed, for the information of applicants, on the blank form of application, and copies of such form shall be procurable, on the personal or written request of the applicant, at the application bureau of the Commission only."

(Approved October 7, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission November 10, 1915, and approved by the Mayor November 16, 1915:

Resolved, That the Municipal Civil Service Classification be and the same hereby is amended by including in the exempt class, under the heading "Court of Special Sessions", the following: "Secretary to the Presiding Justice, Children's Court."

(Approved November 26, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission November 10, 1915, and approved by the Mayor November 15, 1915:

Resolved, That the Municipal Civil Service Classification be and the same hereby is amended by striking from the exempt class the following: "Public Recreation Commission: Secretary".

(Approved November 27, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission November 3, 1915, and approved by the Mayor November 16, 1915:

Resolved, That the Municipal Civil Service Classification be

and the same hereby is amended by including in the exempt class the following: "Board of Child Welfare: Secretary to the Board."

(Approved November 27, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission December 8, 1915, and approved by the Mayor December 18, 1915:

Resolved, That the classification of positions in the exempt class, under the heading "Department of Public Charities", be and the same hereby is amended by changing the line "Six Superintendents of Training School," to read: "Seven Superintendents of Training School."

(Approved December 29, 1915.)

Niagara Falls

The following resolution was adopted by the Municipal Civil Service Commission February 24, 1915, and approved by the Mayor February 25, 1915:

Resolved, That the position of sealer of weights and measures be changed from the unclassified to the classified service, and placed in the competitive class of said classified service.

(Approved March 4, 1915.)

Olean

The following resolution was adopted by the Municipal Civil Service Commission August 6, 1915, and approved by the Mayor:

Resolved, That the positions of bacteriologist and milk inspector be placed in the competitive class of the Olean Civil Service.

(Approved August 16, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission November 12, 1915, and approved by the Mayor November 22, 1915:

Resolved, That the positions of "Visiting and Tuberculosis Nurses" for the City of Olean, N. Y., be placed in the competitive class and that an examination for these positions be held as soon as possible.

(Approved November 29, 1915.)

Oneida

The following resolution was adopted by the Municipal Civil Service Commission November 30, 1915, and approved by the Mayor:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the position of "School Nurse" is hereby added to the classified service, competitive class, civil service rules of the City of Oneida.

(Approved December 8, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission and approved by the Mayor:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Rule IX of the rules and regulations for the civil service of the City of Oneida is amended to read as follows: "Rule IX. Defective Applications — Age Qualifications. Defective applications may be suspended by the Municipal Civil Service Commission and applicants notified to amend the same, but the Municipal Civil Service Commission shall not be compelled to give such notice or grant such opportunity a second time. All candidates for the positions of clerk, stenographer, library clerk and bookkeeper shall be at least eighteen (18) years of age and not more than sixty (60) years of age at the date of their application, except as hereinafter particularly specified in these rules. All candidates for positions in the fire department and police department must be at least twenty-one (21) years of age and not more than forty (40) years of age at the date of their application. For all other positions candidates shall be at least twenty-one years of age and not more than sixty years of age at the date of their application, except as hereinafter particularly specified in these rules. Whenever the application does not show that the applicant is within the prescribed limits of age, and is otherwise qualified under the rules, the application will be rejected.

(Approved December 29, 1915.)

Rochester

The following resolution was adopted by the Municipal Civil Service Commission April 19, 1915, and approved by the Mayor April 21, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, rule XXXIX of the civil service rules of the City of Rochester be and hereby is amended by adding to the list of positions in the unclassified service, under heads of any department, "Commissioner of Parks" and by striking out from said list "Park Commissioners"; also by adding to the list of positions in the classified service, under the exempt class, under the Department of Park, "Deputy Commissioner of Parks"; also by adding to the list of positions in the competitive class, under Department of Parks, "Superintendent of Parks", and "Assistant Superintendent of Parks"; also by adding to the list of positions in the classified service, competitive class, under the Department of Parks, "Superintendent of playgrounds and recreation", and by striking from the list of positions in the classified service, competitive class, under general list, "Superintendent of playgrounds and recreation."

(Approved April 22, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission May 10, 1915, and approved by the Mayor May 15, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Rule XXXIX of the civil service rules of the City of Rochester, be and hereby is amended by adding to the list of positions in the competitive class, under the engineering department, the following: "Supervisor of lighting and laboratory."

(Approved May 17, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission October 26, 1915, and approved by the Mayor October 28, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Rule XXXIX of the civil service rules of the City of Rochester be and hereby is amended by adding to the list of positions in the competitive class, the following: "Jitney inspector in the Department of Public Safety; Auto Mechanician in the Fire Department."

(Approved October 29, 1915.)

The following resolution was adopted by the Municipal Civil

Service Commission December 21, 1915, and approved by the Mayor December 23, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Rule XXXIX of the civil service rules of the City of Rochester be and hereby is amended by adding to the list of positions in the competitive class, under the health bureau in the department of public safety, the following: "Chemist."

(Approved December 27, 1915.)

Rome

The following resolutions were adopted by the Municipal Civil Service Commission December 28, 1914, and approved by the Mayor January 4, 1915:

Resolved, That, subject to the approval of the Mayor and State Civil Service Commission, the classification of positions in the exempt class be amended by adding thereto the words "laborers and teamsters employed outside the corporation tax district."

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the position of superintendent of public parks be and it hereby is included in the competitive class.

(Approved January 13, 1915.)

Saratoga Springs

The following resolution was adopted by the Municipal Civil Service Commission October 18, 1915, and approved by the Mayor:

Resolved, That Rule IX of the Municipal Civil Service Rules of the City of Saratoga Springs, be and hereby is amended to read as follows: "Rule IX. Defective applications—Age Qualifications. Defective applications may be suspended by the Municipal Civil Service Commission and applicants notified to amend the same, but the Municipal Civil Service Commission shall not be compelled to give such notice or grant such opportunity a second time. All candidates for the position of stenographer shall be at least eighteen years of age and not more than sixty years of age at the date of their application, except as hereinafter provided in Rule XXXV, or otherwise particularly specified in these rules. For all other positions candidates shall be at least twenty-one years of age and not more than seventy years of age at the

date of their application, except as hereinafter provided in Rule XXXV, or otherwise particularly specified in these rules. Whenever the application does not show that the applicant is within the prescribed limits of age, and is otherwise qualified under the rules, the application will be rejected."

(Approved October 22, 1915.)

Utica

The following resolutions were adopted by the Municipal Civil Service Commission March 29, 1915, and approved by the Mayor:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the Exempt Class of the Classified Service of the Department of Charities and Corrections be amended by adding the words, "Secretary of Utica Free Dispensary."

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the Competitive Class of the Classified Service be amended by adding the words "Inspector of water shed."

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the Exempt Class of the Classified Service in the Department of Charities and Corrections be amended by adding thereto the words, "Nurse of Utica Free Dispensary."

(Approved March 31, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission July 29, 1915, and approved by the Mayor:

Resolved, That the resolution of June 30, 1915, classifying the position of mechanic, Department of Public Safety, in the Non-Competitive Class, be withdrawn on the consent of the State Civil Service Commission, and that, subject to the approval of the Mayor and the State Civil Service Commission, the Competitive Class of the Classified Service be amended by adding the words, "Mechanic, Department of Public Safety."

(Approved August 3, 1915.)

Yonkers

The following resolution was adopted by the Municipal Civil Service Commission April 17, 1915, and approved by the Mayor:

Resolved, That Rule XXVIII, Section 7 (Yonkers Rules),

“The conduct of such examinations and the preparation of the eligible list shall be subject to the general provisions of Rules X, XI and XIII; provided, however, that no eligible list for promotions shall be valid beyond one year. The Commission shall certify from the eligible list for promotion in the same manner, provided in section 3, of Rule XVII, for certification for original appointment,” be changed to read: “The conduct of such examinations, preparation of eligible list, and the certification from eligible list, shall be subject to the same general provisions, as provided, for original entrance examinations and appointments,” and be it further

Resolved, That the foregoing resolution be retroactive and apply to the list for the position of captain of the fire department established December 31, 1913.

(Approved April 22, 1915.)

PROPOSED AMENDMENTS TO CITY CIVIL SERVICE RULES DISAPPROVED

Buffalo

The following resolution was adopted by the Municipal Civil Service Commission May 11, 1915, and approved by the Mayor:

Resolved, That the position of Cashier, Probation Department, City Court of Buffalo, be placed in the Non-Competitive (Schedule "C") Class.

(Returned without approval May 28, 1915.)

Cohoes

The following resolution was adopted by the Municipal Civil Service Commission and approved by the Mayor April 20, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the classification of positions in the Unclassified Service be amended by adding thereto the following: "Three District Physicians; Sealer of Weights and Measures."

(Returned without approval April 27, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission and approved by the Mayor November 23, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the position of Medical Inspector, Education Department, be classified among the list of positions in the Non-Competitive class.

(Returned without approval November 27, 1915.)

New York

The following resolution was adopted by the Municipal Civil Service Commission January 13, 1915, and approved by the Mayor January 21, 1915:

Resolved, That the Municipal Civil Service classification be and the same hereby is amended by including in the Exempt

Class, under the heading "Board of Estimate and Apportionment," the following: "Consulting Sanitary Engineer."

(Returned without approval January 25, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission November 18, 1914, and approved by the Mayor January 21, 1915:

Resolved, That the Municipal Civil Service classification be and the same hereby is amended by including in the Non-Competitive Class, under the heading "Positions in the Department of Public Charities, at compensations not exceeding the amounts set forth below," and under the sub heading "Sea View Hospital (with maintenance)," the following: "Supervising nurse, \$900.00 per annum."

(Returned without approval January 25, 1915.)

Poughkeepsie

The following resolution was adopted by the Municipal Civil Service Commission March 5, 1915, and approved by the Mayor:

Resolved, That the rules of the Classified Service of the city of Poughkeepsie be amended by taking the position of Janitor of Schools from the Competitive Class and placing it under the Exempt Class. This resolution, however, is only to apply to appointments hereinafter made and not to affect the present holders of said position.

(Returned without approval March 25, 1915.)

Schenectady

The following resolution was adopted by the Municipal Civil Service Commission February 9, 1915, and approved by the Mayor February 10, 1915:

Resolved, That subject to the approval of the Mayor and the State Civil Service Commission, the Municipal Civil Service Rules of the city of Schenectady under "Classes" be amended to read as follows: "Exempt Class: Department of Charities and Corrections: One Deputy Commissioner, one Secretary."

(Returned without approval March 10, 1915.)

**EXCEPTIONS FROM COMPETITIVE EXAMINATIONS
UNDER CIVIL SERVICE RULES FOR CITIES OF NEW
ROCHELLE, NEW YORK, ROME AND YONKERS,
APPROVED.**

New Rochelle

The following resolution was adopted by the Municipal Civil Service Commission April 6, 1915, and approved by the Mayor:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Robert E. Lesser be and hereby is excepted from examination for appointment to the position of "General Business Manager in the Department of Parks, Docks and Harbors," it appearing that Mr. Lesser is a person engaged in private business and that the services to be rendered are of a temporary, exceptional and occasional character; provided, however, that the employment shall not exceed a period of seven months in the present calendar year, with compensation at the rate of \$150.00 per month.

(Approved April 21, 1915.)

New York

The following resolution was adopted by the Municipal Civil Service Commission November 25, 1914, and approved by the Mayor January 5, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the provisions of the rules of the Municipal Civil Service Commission of New York be waived so far as they apply and that the name of Mrs. Mary Mitchell, 1075 Tiffany street, Borough of The Bronx, be placed first on the eligible list of Cleaner, established July 1, 1914.

(Approved January 13, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission December 23, 1914, and approved by the Mayor January 9, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Mr. Irwin S. Osborn, of Toronto,

Ontario, be and he hereby is excepted from examination pursuant to the provisions of Clause 6 of Rule XII, to be employed as expert on refuse disposal by the committee on street cleaning of the Board of Estimate and Apportionment at a compensation of \$50 per day; provided, however, that his total compensation shall not exceed \$1,500.

(Approved January 15, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission December 23, 1914, and approved by the Mayor January 21, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Mr. Walter S. Morton of 72 West 88th street, New York City be and he hereby is excepted from examination pursuant to the provisions of Clause 6 of Rule XII, to be employed as Hydraulic Engineer in the Board of Water Supply from time to time during a period of one year, with compensation at the rate of \$50 a day; provided, however, that his total compensation shall not exceed \$3,000.

(Approved January 25, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission January 6, 1915, and approved by the Mayor January 21, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Dr. Herbert D. Pease and Mr. A. J. Provost, Jr., be and they hereby are excepted from examination under the provisions of Clause 6 of Civil Service Rule XII, to be employed as Sanitary Experts in the Board of Water Supply for a period of one year from January 11, 1915, their services to consist in supervising all sanitary matters in connection with the work of the Board, including sanitary examinations of the various watersheds, the preparation of all plans and specifications in relation to such matters to accompany or be embodied in the contracts to be prepared by the Board, and devising and promulgating all proper rules and regulations in reference to such matters, including the employees of the Board, and of the contractors having contracts with the Board, for the erection and maintenance of camps and hospitals and the proper inspection and super-

vision of the operations under said contracts, etc.; provided, however, that their joint compensation shall not exceed \$6,000.

(Approved January 25, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission January 27, 1915, and approved by the Mayor February 1, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Mr. George Featherstone of 128 West 58th street, Manhattan, be and he hereby is excepted from examination, pursuant to the provisions of Clause 6 of Civil Service Rule XII, to be employed by the Panama-Pacific Exposition Committee at San Francisco, Cal., for a period of eleven months with compensation at the rate of \$300 per month, total compensation not to exceed \$3,300.

(Approved February 10, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission January 27, 1915, and approved by the Mayor February 15, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the limitation of compensation (\$750) fixed by Clause 6 of Rule XII, be and the same hereby is waived in so far as it applies to Mr. Charles G. Armstrong, Consulting Engineer, Singer Building, Manhattan, employed by the Department of Public Charities to report on certain matters in connection with Sea View Hospital, at \$25 per day, and fixing his total compensation for the year beginning March 11, 1914, at an amount not to exceed \$1,500.

(Approved March 17, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission January 20, 1915, and approved by the Mayor February 1, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the limitation of compensation (\$750) fixed by Clause 6 of Rule XII, be and the same hereby is waived in so far as it applies to the case of Dr. Charles L. Allers of 34 Fort Place, New Brighton, Staten Island, employed by the Department of Public Charities during the year 1914 to make examinations in lunacy at the New York City Farm Colony

at \$10 per examination, and his total compensation is hereby fixed at an amount not to exceed \$900.

(Approved March 25, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission March 10, 1915, and approved by the Mayor March 20, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, the limitation of compensation (\$750) fixed by Clause 6 of Civil Service Rule XII, be and the same hereby is waived in so far as it applies to the case of Arthur J. Slade of 42d street and Broadway, Manhattan, employed as Consulting Engineer in the Department of Street Cleaning at \$25 per day, and his total compensation for the year beginning November 16, 1914, is hereby fixed at an amount not to exceed \$1,500.

(Approved March 31, 1915.)

The following resolutions were adopted by the Municipal Civil Service Commission March 10, 1915, and approved by the Mayor March 26, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Charles G. Young of 17 Rockland avenue, Yonkers, N. Y., be and he hereby is excepted from examination, pursuant to the provisions of Clause 6 of Rule XII, of the rules of the Municipal Civil Service Commission, to be employed as Hydraulic Engineer in the Board of Water Supply for a period of one year, at compensation of \$100 per day for services in court; \$50 per day for services outside of court and away from his New York office, and \$30 per day for services in the preparation of cases in his New York office; provided, however, that his total compensation shall not exceed \$3,000.

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, George W. Fuller of 309 West 84th street, Manhattan, and Allen Hazen of Dobbs Ferry, New York, be and they hereby are excepted from examination, pursuant to the provisions of Clause 6 of Rule XII of the rules of the Municipal Civil Service Commission, to be employed as experts on filtration in the Board of Water Supply for a period

of one year from January 1, 1915; provided that the total compensation in each case shall not exceed \$5,000.

(Approved April 8, 1915.)

The following resolutions were adopted by the Municipal Civil Service Commission March 31, 1915, and approved by the Mayor April 16, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Charles P. Berkey, be and he hereby is excepted from examination, pursuant to the provisions of Clause 6 of Civil Service Rule XII, to be employed as Expert Geologist in the Board of Water Supply from time to time during the year beginning February 27, 1915, at a compensation not to exceed fifteen hundred dollars (\$1,500).

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Dr. Charles P. Berkey of Palisade, New Jersey, be and he hereby is excepted from examination, pursuant to the provisions of Clause 6 of Civil Service Rule XII, to be employed as Consulting Geologist by the Board of Estimate and Apportionment in connection with the work of selecting, classifying and permanently preserving boring samples and records and the preparation of geological maps of the city, from time to time during a period of one year, at \$25 per day when employed; provided, however, that his total compensation shall not exceed \$2,500.

(Approved April 26, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission April 14, 1915, and approved by the Mayor April 24, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Messrs. York & Sawyer of 50 East 41st street, Manhattan, be and they hereby are excepted from examination, pursuant to the provisions of Clause 6 of Rule XII, to be employed as Consulting Architects in the Board of Water Supply for a period of one year from April 16, 1915, at a compensation not to exceed \$6,000.

(Approved April 27, 1915.)

The following resolutions were adopted by the Municipal Civil Service Commission and approved by the Mayor May 5, 1915:

Resolved, That, subject to the approval of the Mayor and the

State Civil Service Commission, the following-named persons be and they hereby are excepted from examination, pursuant to the provisions of Clause 6(b) of Civil Service Rule XII, to be employed by the Commission on Pensions to examine into and recommend a scientific system of pensions for city employees, for a period of one year from the dates indicated, the total compensation in each case not to exceed \$3,600: Robert Von Reutlinger, 324 West 103d street, Pension Expert, March 18, 1915; George B. Buck, 76 Hampton street, Elmhurst, L. I., Actuary, March 17, 1915.

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Mr. Louis Ortner of 344 Seventh street, Brooklyn, be and he hereby is excepted from examination, pursuant to the provisions of Clause 6(b) of Civil Service Rule XII, to be employed as Expert Mechanical and Fuel Engineer in the Department of Correction in connection with heating and ventilating repair work and fuel consumption methods, etc., for a period of sixteen months from January 1, 1915, his total compensation not to exceed thirty-four hundred dollars (\$3,400).

(Approved May 6, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission May 12, 1915, and approved by the Mayor May 13, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Mr. W. Richmond Smith of Castleton Park, St. George, Staten Island, be and he hereby is excepted from examination, pursuant to the provisions of Clause 6(b) of Civil Service Rule XII, to be employed for a period of one year from January 1, 1915, by the Board of Estimate and Apportionment as Expert in charge of the supplies division, Bureau of Standards, to complete the work of compiling and tabulating standard specifications for supplies purchased by the city of New York, his compensation not to exceed the sum of five thousand dollars (\$5,000).

(Approved May 14, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission May 18, 1915, and approved by the Mayor May 25, 1915:

Resolved, That, subject to the approval of the Mayor and the

State Civil Service Commission, Mr. Edmond V. Roure of 264 Martense street, Brooklyn, N. Y., be and hereby is excepted from examination, pursuant to the provisions of Clause 6(b) of Civil Service Rule XII, to be employed as Price Expert in the Bureau of Standards of the Board of Estimate and Apportionment for a period of one year from January 1, 1915, at a compensation not to exceed \$2,100.

(Approved June 2, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission May 19, 1915, and approved by the Mayor May 26, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Mr. John P. Fox of 55 West 44th street, Manhattan, be and he hereby is excepted from examination, pursuant to the provisions of Clause 6a of Civil Service Rule XII, to be employed as Transit Expert by the Committee on City Plan of the Board of Estimate and Apportionment in connection with the working out of present and future time zones on the transit lines of the entire City of New York, for a period of one year from May 15, 1915, at a compensation of \$10 a day when employed; provided, however, that his total compensation shall not exceed the sum of \$2,000.

(Approved June 10, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission May 19, 1915, and approved by the Mayor May 26, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Mr. George B. Ford of 404 West 115th street, Manhattan, be and he hereby is excepted from examination, pursuant to the provisions of Clause 6a of Civil Service Rule XII, to be employed as Consultant on City Planning by the Committee on City Plan of the Board of Estimate and Apportionment, from time to time during the year beginning May 15, 1915, at a compensation not to exceed \$5,000.

(Approved June 22, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission June 2, 1915, and approved by the Mayor June 15, 1915:

Resolved, That, subject to the approval of the Mayor and the

State Civil Service Commission, Mr. Lawrence Arnold Tanzer of 217 Rich avenue, Mount Vernon, be and he hereby is excepted from examination, pursuant to the provisions of Clause 6a of Civil Service Rule XII, to be employed as Executive Secretary by the Committee on Taxation for a period of one year from June 26, 1915, at a compensation not to exceed four thousand dollars (\$4,000.)

(Approved June 22, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission May 26, 1915, and approved by the Mayor June 15, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Mr. William G. Lush of 276 Manor road, West New Brighton, S. I., be and he hereby is excepted from examination, pursuant to the provisions of Clause 6b of Civil Service Rule XII, to be employed in the Department of Public Charities as Expert on Standardization of Mechanical Hospital Apparatus and Equipment for a period of forty-eight weeks from May 24, 1915, with compensation at the rate of \$50 a week, his total compensation not to exceed the sum of \$2,400.

(Approved June 22, 1915.)

The following resolution was adopted by the Municipal Civil Service Commission November 10, 1915, and approved by the Mayor November 15, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Mr. Frederic R. Leach, be and he hereby is excepted from examination, pursuant to the provisions of Clause 6b of Civil Service Rule XII, to be employed as Efficiency Engineer in the office of the Commissioners of Accounts during the months of November and December, 1915, with compensation at the rate of \$416.66 per month, to continue the central purchasing work until the installation of the permanent staff on January 1, 1916.

(Approved December 8, 1915.)

The following resolutions were adopted by the Municipal Civil Service Commission December 1, 1915, and approved by the Mayor December 18, 1915:

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Mr. George W. Fuller of 509 West 84th street, Manhattan, and Mr. Allen Hazen of Dobbs Ferry, N. Y., be and they hereby are excepted from examination, pursuant to the provisions of Clause 6a of Civil Service Rule XII, to be employed as Experts on Filtration in the Board of Water Supply for a period of one year beginning January 1, 1916, provided that the total compensation in each case shall not exceed \$5,000.

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Mr. Charles G. Young of 17 Rockland avenue, Yonkers, be and he hereby is excepted from examination, pursuant to the provisions of Clause 6a of Civil Service Rule XII, to be employed as Hydraulic Engineer in the Board of Water Supply for a period of one year from February 16, 1916, provided that his total compensation shall not exceed \$3,000.

Resolved, That, subject to the approval of the Mayor and the State Civil Service Commission, Mr. Charles P. Berkey of Palisade, N. J., be and he hereby is excepted from examination, pursuant to the provisions of Clause 6a of Civil Service Rule XII, to be employed as Expert Geologist in the Board of Water Supply from time to time during the year beginning February 28, 1916, at a compensation not to exceed \$1,500.

(Approved December 29, 1915.)

Rome

The following resolution was adopted by the Municipal Civil Service Commission December 28, 1914, and approved by the Mayor January 4, 1915:

Whereas, Frank M. Mertz has been employed temporarily as Auditor of the City Accounts for the year of 1914 for a period not to exceed three months, at a total compensation not to exceed \$300,

Be it Resolved, That, subject to the approval of the Mayor and State Civil Service Commission, the said Frank M. Mertz, be and he hereby is as such Auditor excepted from examination.

(Approved January 13, 1915.)

Yonkers

The following resolution was adopted by the Municipal Civil Service Commission and approved by the Mayor May 24, 1915;

Resolved, That, under the provisions of Rule XVIII of the Civil Service Rules of the city of Yonkers, and subject to the approval of the Mayor and the State Civil Service Commission, the rule requiring competition be and hereby is suspended in the case of Elliot G. Kingsbury for appointment to the position of Superintendent of Recreation in the city of Yonkers, N. Y., it appearing that peculiar and exceptional qualifications of a scientific, professional or educational character are required for the position, and that from the statements as to education and previous employment of Mr. Kingsbury, it appears that he is a person of high and recognized attainments and possesses such qualifications.

(Approved June 17, 1915.)

APPENDIX E

REPORTS OF MUNICIPAL CIVIL SERVICE COMMISSIONS

REPORTS OF MUNICIPAL CIVIL SERVICE
COMMISSIONS

Albany

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the city of Albany, N. Y., respectfully submits the following report for the year 1915:

The Commission is composed of the following: Howard N. Fuller (chairman), appointed January 26, 1915; Frederick W. Cameron, lawyer, appointed April 18, 1912; Edward Easton, Jr., (secretary), lawyer, appointed April 18, 1912.

The commissioners serve without compensation. Mr. Easton receives a salary of \$1,000 per year for his services as secretary.

John N. Schilling is clerk to the commission, receiving a salary of \$600 per year.

During the year five called meetings were held, and numerous informal conferences.

There are 51 persons in the unclassified service and the classified service is subdivided as follows: Exempt, 47; competitive, 591; non-competitive, 2. The labor class numbers 250 to 700, depending upon the season of the year.

Competitive examinations were held for the following positions:

Position	Date	Passed	Failed
Registrar of vital statistics.....	Dec. 1, 1914	3	0
Deputy registrar of vital statistics.....	Dec. 2, 1914	5	0
Insp. school children (Education Dept.).....	Apr. 6, 1915	7	4
Insp. elevators (Dept. Public Safety).....	Apr. 28, 1915	2	0
General clerk	June 22, 1915	46	63
Master mechanic (Bureau of Water).....	June 22, 1915	3	6
Male bath attendant (Bureau of Eng.).....	July 27, 1915	9	2
Female bath attendant (Bureau of Eng.)....	July 27, 1915	3	3
Woman probation officer (Police Court).....	Oct. 21, 1915	9	16
Patrolman (Bureau of Police).....	Dec. 21, 1915	(Not yet reported)	

Notice of the time and place of filing applications and of conducting examinations has been given in each instance (except provisional examinations) by advertising in the Albany news-

papers and by posting a notice of each examination in the City Hall at least ten days before the date of examination. Applicants have been given at least five days notice of the place, date and hour of examination. All examinations have been prepared and all answers corrected under the supervision of the secretary. All applications, examination answer papers, ratings and eligible lists are preserved in accessible files and are open for public inspection.

Provisional examination was held for the position of Inspector of Paving and Sewers, Bureau of Engineering.

During the year laborers were appointed as follows: Park laborers, 202 registered and 23 were appointed; Street laborers, 147 registered and 22 were appointed; Water bureau laborers, 234 registered and 42 were appointed; Miscellaneous laborers, 40 registered and 8 were appointed.

Four persons were appointed to positions in the exempt class and 26 in the competitive class. There was one resignation in the exempt class and six resignations in the competitive class.

Promotions were made as follows: 4 permanent hosemen, bureau of fire, salary \$800; one lieutenant, bureau of fire, salary \$1,100; 2 firemen of steamers, bureau of fire, salary \$1,000.

There were no appeals from ratings and no exceptions from examinations.

The provision of the law giving preference to veterans has been strictly complied with by appointing officers.

The commission, by its secretary and clerk, has carefully examined, and where found correct, has certified all payrolls and accounts for services which come under its jurisdiction. Such payrolls and accounts are submitted to the commission, which, after examination and certification, transmits the same to the comptroller of the City of Albany. The only exception to this provision is the City Planner, who is employed under contract with the board of contract and supply. His accounts for services are paid without certification by the commission.

The commission has a complete roster of all city employees, showing name, title of position, date of appointment, promotion, and salary of each such appointee.

HOWARD N. FULLER, *Chairman,*

FREDERICK W. CAMERON,

EDWARD EASTON, JR., *Secretary,*

Municipal Civil Service Commission.

Amsterdam

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission respectfully submits the following report for the year 1915:

The commission is composed of the following: Charles E. Henderson, bank clerk; Burtiss E. Deal, accountant; and Louis Gregar, retired. All were appointed January 1, 1914. The commissioners are compensated at the rate of \$5 per meeting, not exceeding twenty meetings per year. E. Eugene Devendorf acts as secretary to the commission, appointed September 15, 1914, at a salary of \$300 per annum. There were twenty-five meetings held during the year.

The number of persons in the Unclassified Service is 272, and the Classified Service is subdivided as follows: Exempt, 8; non-competitive, 6; labor, 200. During the year open competitive examinations were held for the following positions: Medical examiner, Tubercular Dispensary (3 passed, none failed); steam roller operator (3 passed, 2 failed); janitor, School Building, (7 passed, none failed); foreman, ash and garbage collection, (6 passed, 1 failed); fireman (6 passed, 3 failed). Notice of examination is given by posting on bulletin in lobby of City Building and in two official newspapers. All examination papers are prepared and rated by the Commission. All applications, examination answer papers, ratings and eligible lists are preserved in accessible files and are open for public inspection. Non-competitive examination was held for the position of nurse in the Department of Health. Provisional examination was held for the position of steam roller operator, open competitive examination being subsequently held.

Laborers are registered for the following positions: Street sweepers, pavers, watchmen, carpenters, bricklayers, stonemasons, teamsters, and cement workers; 300 registered and 200 were appointed.

There were 11 appointments to positions in the competitive class; 2 in the non-competitive class. There were no removals nor transfers, and but one resignation in the competitive class.

Promotion examination was held for the position of captain, Fire House, salary \$900 per annum. There were no appeals from ratings, nor exceptions from examinations.

The provision of the law regarding certification of the payrolls has been strictly complied with. Payrolls are reviewed by the secretary of the commission and compared with the official roster before certification. The certificate of the secretary of the municipal commission is written upon each payroll; the use of "stickers" signed in advance by the secretary and affixed by the disbursing officer having been discontinued by this commission. The commission has a complete roster showing name, title of position, date of appointment, and compensation of each appointee.

CHARLES E. HENDERSON,
LOUIS GREGAR,
BURTISS E. DEAL,

Municipal Civil Service Commission.

E. EUGENE DEVENDORF,
Secretary.

Auburn

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Auburn, N. Y., respectfully submits the following report for the year 1915:

The names, occupations, dates of appointment and compensation of commissioners are as follows: James E. Harrington, bookkeeper; Samuel H. French, salesman; William Isengard, engineer; all appointed January 1, 1914, at compensation of \$100 per annum.

Louis J. Dean, appointed January 1, 1914, is secretary to the commission, salary of \$200 per annum.

The commission held twenty meetings during the year.

There are 53 persons in the Unclassified Service and the Classified Service is subdivided as follows: Exempt, 19; competitive, 133; non-competitive, 24; labor, 64.

Open competitive examinations were held for the following positions: Janitor, public schools, 11 passed, 4 failed; Italian patrolman, police department, 1 passed, none failed.

Time and place of receiving applications is advertised in two daily papers and notice printed on bulletin boards. Time and place of holding examination sent to accepted applicants by mail. Examination papers prepared and rated by commission with expert help, when necessary. Applications, examination papers, questions following examinations, ratings and eligible lists are preserved in accessible files and are open for inspection of appointing officers.

Non-competitive examination was held for the position of Callman, fire department; 17 passed and 4 failed. One person, who previously passed an examination for the position of engineer, is serving as fireman until a vacancy occurs as engineer.

There were 4 appointments to positions in the competitive class; 1 in the exempt class and 18 in the non-competitive class.

Resignations are as follows: Competitive class, 3; exempt class, 1; non-competitive class, 4.

There were no removals, no transfers, no appeals from ratings and no exceptions from examinations.

One callman, at salary of \$200 per annum, was promoted to the position of fireman, \$900 per annum, after competitive examination; second deputy city clerk, \$546 per annum, was promoted to first deputy city clerk, \$652 per annum, this being an exempt position.

The provision of the law giving preference to veterans has been strictly complied with.

All payrolls are reviewed by the secretary of the commission and certified, after same have been compared with the official roster. They are then submitted to the comptroller. A copy of each payroll, signed, is on file in the office of the commission.

Laborers are not registered in the Street Department, as the Charities Department and Street Department work in conjunction, and different men are employed each week so that they will not become a charge on the city, especially when they are out of work. The registration of all the laborers would require all of the secretary's time and sufficient funds are not allowed to meet this expense. The payroll is signed by the street superintendent, commissioner of public works and comptroller, and later by the secretary of the commission. A duplicate of this payroll is kept on file, so there is a complete list of all the men employed.

The commission has a complete roster and believes same sufficiently complete to establish the legality of the appointment of all persons contained therein.

WILLIAM ISENGARD,
JAMES E. HARRINGTON,
SAMUEL H. FRENCH,
Municipal Civil Service Commission.

LOUIS J. DEAN,
Secretary.

Batavia

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.— Pursuant to the provisions of section 11 of the Civil Service Law (Chapter 15, Laws of 1909), the Municipal Civil Service Commission of the city of Batavia respectfully submits the following report for the year ending December 31, 1915:

The commission is composed of the following: Clifton C. Bradley (President), jeweler; Charles F. Prescott, jeweler and George P. Southworth (Secretary), clerk. The commissioners are compensated at the rate of \$50 per annum, Mr. Southworth receiving \$200 per annum for his services as secretary. Dr. V. M. Rice was appointed examining physician under date of April 1, 1915, receiving compensation of \$2 for each person examined.

During the year thirteen meetings were held.

There are 43 persons in the Unclassified Service and the Classified Service is subdivided as follows: Exempt, 5; competitive, 37; non-competitive, 1.

Seven competitive examinations were held during the year and lack of candidates is attributed to low compensation paid for positions:

Title of position	Number passed	Number failed
Patrolman	9	1
Janitor	16	0
Inspector of Paving	9	0
Engineer	1	0
Plumbing Inspector	3	0
Fireman	2	0
Assistant Chief of Police	1	0
	<hr/> <hr/>	<hr/> <hr/>

Notice of examinations is given by posting on bulletin board in the office of the City Clerk at least ten days before examination. All examination papers are prepared and rated by the commission. All applications, examination answer papers and eligible lists are preserved in accessible files and are open for inspection of appointing officers.

One non-competitive examination was held.

Appointments were made as follows: To exempt positions, 1; to competitive positions, 13; to non-competitive positions, 1. There were no removals, no resignations, no transfers and no promotions. Laborers were not registered for the reason that most of the skilled labor is in the competitive class, and the laborers working in ditches and on the streets were divided so as to give employment to a larger number, labor conditions in the city being very bad. Local conditions are however very much improved and it is the intention of the commission to put the provision of the law regarding labor registration into effect.

The provision of the law regarding certification of payrolls has been strictly complied with. All payrolls are reviewed by the secretary after comparison with the official roster, and if found to be correct are certified.

The commission has a complete roster and believes same sufficiently complete to establish the legality of the appointment of all persons contained therein.

CLIFTON C. BRADLEY, *President.*

CHARLES F. PRESCOTT,

GEORGE P. SOUTHWORTH, *Secretary.*

Municipal Civil Service Commission.

Beacon

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Beacon respectfully submits the following report for the year 1915:

The names, occupations, dates of appointment and compensation of commissioners are as follows: James W. Terry, appointed August 7, 1913; Louis H. Whittemore, appointed August 7, 1913;

Robert A. Nerrie, Secretary, appointed August 7, 1913. The Commissioners receive no compensation and have no employees. The Secretary of the Commission receives a salary of \$100 per annum. The Commission has no employees. During the year six meetings were held.

The number of persons in the Unclassified Service is six, not including school superintendent, teachers or principals. The Classified Service is subdivided as follows: Exempt, 5; Competitive, 24; Non-Competitive, 1.

Open competitive examination was held for position of driver of motor fire apparatus, 3 passed and 2 failed. An examination was scheduled for the position of Deputy Commissioner of Finance, but was postponed because there was but one applicant whose application was improperly filled out. Lack of candidates is probably due to low salary of position. Ten days' notice of examination is given. All papers are prepared and rated by the Commission. All eligible lists are preserved in accessible files and open to inspection.

One hundred and eighty laborers were registered during 1915. One appointment is reported to position in Exempt Class and two in Competitive Class. There was one resignation in the Exempt Class, that of confidential secretary to Commissioner of Accounts.

All payrolls are certified by the Secretary after comparison with the official roster. Occasionally a bill is paid by the council for a day's work, of a special character. These bills are read at the regular meeting of the council, at which the Secretary of the Civil Service Commission is present. This matter is watched very closely by the Commission. The Commission has a complete roster of all persons in the Classified and Unclassified service, and believes same sufficiently complete to establish the legality of the appointment of all persons contained therein.

JAMES W. TERRY, *President,*

LOUIS H. WHITTEMORE,

ROBERT A. NERRIE, *Secretary,*

Municipal Civil Service Commission.

Binghamton

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15 of the Laws of 1909), the Municipal Civil Service Commission of the City of Binghamton respectfully submits the following report for the year 1915:

The Commission is composed of the following: Harry Mintz, John M. Foley and Patrick F. Shea, all appointed January 1, 1914. They receive no compensation. Harry V. Casey is assistant secretary to the Commission, appointed September 29, 1915, at compensation of \$100 per month.

There were seven meetings held during the year.

There are 337 persons in the Unclassified Service and the Classified Service is subdivided as follows: Exempt, 8; Competitive, 228; Non-Competitive, 5; Labor, 273.

Open competitive examinations were held during the year as follows:

Title of position	Number passed	Number failed
Special Clerk (Department of Finance)	1	0
Sealer of Weights and Measures	1	0
Chainman	5	2
Library Assistants	4	0
Stationary Engineer, Hospital	4	0
Engineer, Steam and Electric (Department of Education).	6	1
Foreman, Public Works	4	3
Superintendent of School Buildings and Repairs (Department of Education)	2	0
Fireman (Fire Department)	42	9
Janitor (High School)	7	3
Janitor (Steam Plant)	7	1
Janitor (Hot Air Plant)	3	4
Assistant Engineer (High School)	4	1
Fireman (Steam Plant)	8	1
Elevator Attendant	3	4
Matron (Department of Education)	17	4
Assistant Secretary (Civil Service Commission)	1	0
Stationary-Traction Engineer (Public Works)	6	1
Stenographer-Clerk	15	0
Dietitian (Hospital)	4	0
Orderly (Hospital)	4	0
Janitor (Hospital)	2	0
Clerk (Hospital)	No candidates	

Title of position	Number passed	Number failed
Medical Inspector (Department of Education)	4	0
Assistant Supervisor of Physical Welfare (Department of Education)	4	0
Manual Instructor (Fire Department)	Examination postponed	

Only one candidate appeared for the examination of special clerk, Department of Finance. No reason can be assigned in this case. For the positions of sealer of weights and measures and assistant secretary, Civil Service Commission, the lack of candidates can be charged to misrepresentations printed in an evening newspaper. The position of manual instructor, fire department, went begging for lack of qualified candidates. Notice of examination was given by publishing at least ten days in advance on bulletin board in City Hall,—also by publication in the daily newspapers. Examination papers are prepared and rated by the Commissioners and the assistant secretary. All applications, answer papers, ratings, and eligible lists are preserved in accessible files, and are open for inspection.

Five non-competitive examinations were held for the positions of chief of police; first assistant chief engineer and second assistant chief engineer, fire department. Five appointments were made. Provisional examinations were held for the following positions: Special clerk, chief of police, stationary engineer, stenographer-clerk, assistant superintendent of physical welfare, medical inspector, dietitian and janitor. Subsequent open competitive examinations were held and eligible lists established in each instance.

Appointments were made as follows: To exempt positions, 1; to competitive positions, 66; to non-competitive positions, 5; to positions in the labor class, 273. There were three competitive removals; one exempt resignation, eleven competitive resignations, and two non-competitive resignations.

Promotion examination was held for the position of captain, fire department (limited to members of the department who had attained the rank of first grade fireman).

All payrolls are certified by the assistant secretary of the Commission after comparison with the official roster. All accounts

for services are paid after certification by the Commission. All laborers are required to register before being employed. The superintendent of streets who employs the majority of those appointed, is supplied with a list of registered laborers, and he selects the most available ones as needed. The Commission has a complete roster and believes same sufficiently complete to establish the legality of the appointment of all persons contained therein.

HARRY MINTZ,
JOHN M. FOLEY,
PATRICK F. SHEA,

Municipal Civil Service Commission.

HARRY V. CASEY,
Assistant Secretary.

Buffalo

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the city of Buffalo respectfully submits the following report for the year ending December 31, 1915:

The members composing the Civil Service Commission are as follows:

Name	Occupation	Date of appointment	Annual salary
Charles L. Feldman....	Attorney at Law.....	May 25, 1914	\$2,000 00
Cyrus L. Barber.....	Attorney at Law.....	May 25, 1914	2,000 00
William F. Wierling....	Attorney at Law.....	June 4, 1914	2,000 00

EMPLOYEES

Vacancy	Secretary		2,000 00
Albert O. Allgeyer.....	Payroll and Filing Clerk.	July 1, 1911	1,500 00
Richard C. Roe.....	Stenographer and Clerk..	Sept. 15, 1911	1,400 00

The Commission reports with regret the death of Mr. John T. Mooney, Secretary to the Commission, which occurred on June 1, 1915.

In the past year the Commission held 100 regular meetings. In addition, the Commission meets daily at 3:00 p. m., to consider various matters affecting or pertaining to the administration

of the Civil Service Rules and Regulations or to give a hearing to all persons having business with the Commission.

On December 31, 1915, there were 117 persons in the Unclassified Service, not including Superintendents, Principals, and Teachers in the Department of Public Instruction and elections officers, of whom there were 1,954. This Commission does not, however, certify to the latter positions.

In the Classified Service, as shown by the official roster December 31, 1915, there were 4,496 persons, divided as follows:

Exempt	Competitive	Non-competitive	Labor
46	2,618	515	1,317

During the past year 49 competitive examinations were held, 5 of which have not been completed. There were 2,229 applications received for these examinations; 1,628 persons appeared for examinations. In the examinations completed 697 persons passed and 931 failed.

Following is the list of competitive examinations with the number of candidates who passed and failed:

Title of position	Number passed	Number failed
Assistant Superintendent (Department of Markets)	7	14
Chauffeur-Fireman (Department of Fire)	21	10
Steam Engineer	56	139
Chief Steam Engineer	29	22
Refrigerating Engineer	18	19
Chief Refrigerating Engineer	5	12
Steam Fireman	52	50
Chauffeur	26	49
Messenger	41	15
Playground Director (male)	14	3
Playground Director (female)	17	6
Telephone Operator (female)	13	10
Chief Clerk, Bureau of Water	5	1
Resident Physician, Bureau of Hospitals	2	0
Physician, J. N. Adam Memorial Hospital	1	1
Pilot (Department of Police)	1	0
Pilot (Department of Fire)	8	4
Matron (Department of Police)	12	4
Female Court Attendant	12	4
Lineman (Departments of Police and Fire)	9	16
Inspector (Bureau of Streets)	11	21
Inspector (Bureau of Water)	10	12
Foreman (Bureau of Water)	5	4

Title of position	Number passed	Number failed
Foreman (Bureau of Streets)	14	23
Foreman (Bureau of Engineering)	7	2
Foreman (Bureau of Building)	1	0
Overseer of Repairs	9	6
Probation Officer (Polish)	5	5
Foreclosure Attorney (Department of Law)	5	1
Architectural Draftsman (Bureau of Building)	4	2
Barn Superintendent (Bureau of Streets)	10	10
Cashier (Probation Department), City Court	5	3
Veterinary Surgeon (Department of Health)	5	1
Sanitary Inspector (Department of Health)	15	81
Tenement House Inspector, Polish (Department of Health) ..	4	12
Laboratory Assistant (Department of Health)	5	6
Transitman	7	7
Draftsman	2	0
Stenographer (male)	11	3
Fireman (Department of Fire)	167	320
Special Officer	23	31
Supplemental:		
Stenographer (male)	3	2
Stenographer (female)	13	0
Promotional:		
Superintendent (Playground Commission)	7	0
Not completed:		
Engineer (Department of Fire)
Janitor (Department of Public Instruction)
Dentist's Assistant (Department of Health)
Communicable Disease Nurse (Department of Health)
Fuel Inspector (Bureau of Building)

Notice of all open competitive examinations was published in full in the Buffalo Commercial, which is the official newspaper of the city of Buffalo. Each examination was published three times, with one day intervening between publications and contained in same was notice of time and place of receiving applications and holding examinations; also the scopes and weights. Such notices were also posted on the bulletin boards provided for such purposes, and which are located in the reception space in the office of the Commission and in the corridors of the City and County Hall, Municipal and City Court buildings. Notices of these examinations were copied and printed as news items in the various newspapers in Buffalo.

All persons filing applications are notified by mail of the time, place and date when to appear for examination. The preparation

of the questions, the examination, marking of papers and the preparing of eligible lists and ranking on same are performed by and under the personal supervision of the Commission.

In examinations that require special technical knowledge and experience, the Commission has had recourse to expert assistance from those eminently qualified in the particular branch for which the examination is held.

All applications, examination questions, and papers of successful candidates who receive appointment are preserved and filed.

Reports on examinations and all subject matter in connection therewith and other records are open to public inspection during office hours (8:30 a. m., to 4:30 p. m.).

Candidates are accorded the privilege of examining their papers after the result of such examination has been announced, either in person or by a duly accredited representative.

The Commission examined 245 persons for 37 different positions in the Non-Competitive Class, 241 of whom passed.

Following is the list of positions with the number of persons who were examined and passed:

Keeper of Zoo (Park Department)	1
Botanical Director (Park Department)	1
Florist (Park Department)	1
Attendant (Park Department)	3
Treeman (Park Department)	37
Janitress (Department of Police)	2
Cook-Housekeeper Detention Home, Children's Court	1
Sweeper (Department of Markets)	1
Caretaker (Playground Commission)	3
Assistant Foreman (Bureau of Building)	11
Assistant Foreman (Bureau of Engineering)	4
Assistant Foreman (Bureau of Streets)	10
Assistant Foreman (Bureau of Water)	4
Assistant Cook, School Lunches (Department of Public Instruction) ..	4
Cook, School Lunches (Department of Public Instruction)	5
Bathkeeper (Department of Health)	1
Assistant Medical School Examiner (Department of Health)	1
Third Laboratory Assistant (Department of Health)	1
Fourth Laboratory Assistant (Department of Health)	1
Nurse, Bureau of Hospitals (Department of Health)	28
Maid, Bureau of Hospitals (Department of Health)	14
Interne, Bureau of Hospitals (Department of Health)	5
Cook, Bureau of Hospitals (Department of Health)	1
Seamstress, Bureau of Hospitals (Department of Health)	1

Provisional examinations were held for 22 different positions. Competitive examinations have been held and eligible lists established for all these positions, with the exception of Janitor, Department of Public Instruction; Communicable Disease Nurse, Department of Health; Fuel Inspector, Bureau of Building, Department of Public Works; Dentist's Assistant, Department of Health; Plant Superintendent, Bureau of Streets, Department of Public Works; Custodian, Truant School, Department of Public Instruction; and Deputy Examiner of Stationary Engineers.

Following is the list of positions for which provisional examinations were held:

Steam Engineer, Bureau of Building.
Chief Steam Engineer, Bureau of Building.
Steam Fireman, Bureau of Building.
Chief Clerk, Bureau of Water.
Resident Physician, Bureau of Hospitals.
Inspector, Bureau of Streets.
Overseer of Repairs, Bureau of Building.
Cashier, Probation Department, City Court of Buffalo.
Custodian, Truant School, Department of Public Instruction.
Dentist's Assistant, Department of Health.
Plant Superintendent, Bureau of Streets.
Refrigerating Engineer, Department of Markets.
Chief Refrigerating Engineer, Department of Markets.
Telephone Operator, Department of Health.
Pilot, Department of Fire.
Female Court Attendant, City Court of Buffalo.
Inspector, Bureau of Water.
Architectural Draftsman, Bureau of Building.
Laboratory Assistant, Department of Health.
Janitor, Department of Public Instruction.
Fuel Inspector, Bureau of Building.
Communicable Disease Nurse, Department of Health.
Deputy Examiner of Stationary Engineers.

Labor registration for the year embraced 42 different positions with a total of 2,106 applicants as follows:

DIVISION I — UNSKILLED

	Number registered	Number appointed
Laborers, Drivers, and Stablemen.....	1,431	618
Charwomen	205	86
Porters	98	18
Water Boys	7	1
Coal Passers	5	0
Gatemen	3	3

	Number registered	Number appointed
Caretaker	1	0
Tape Boys	3	2
Oilers	71	0
Wipers	24	0
Janitor (Department of Public Instruction)	2	2

DIVISION II — SKILLED

	Number applicants	Number disqualified	Number appointed
Auto Repairman	3	0	1
Blacksmith	14	1	1
Blacksmith's Helper	2	0	0
Boiler Maker	8	1	1
Boilermaker's Helper	1	0	0
Calker	12	6	0
Carpenter	24	0	1
Carpenter's Helper	1	0	1
Crane Operator	1	0	0
Electrician	39	3	10
Electrician's Helper	17	0	11
Elevator Operator	12	2	3
Engine Repairman	17	2	0
Harnessmaker	1	0	0
Horseshoer	6	1	3
Hydrantman	5	1	0
Ironworker	5	0	0
Machinist	13	3	1
Machinist's Helper	1	0	0
Mason	7	0	7
Mason's Helper	2	0	0
Painter	73	27	6
Painter (Bridge)	69	0	35
Plumber	10	0	0
Plumber's Helper	3	0	0
Repairer of Valves	1	0	1
Repairer	9	0	3
Steamfitter	14	0	0
Steamfitter's Helper	8	0	1
Woodworker	3	0	0

The following appointments, removals and resignations were made during the year:

	Exempt	Competitive	Non- competitive
Appointments, reinstatements	0	289	256
Removals	0	14	6
Resignations, deaths, etc.	1	112	136

The following transfers were approved:

	Salaries	Salaries
Clerk, Department of Health, to Clerk, Comptroller's Office	\$1,100 year	\$1,100 year
Engineer, Bureau of Streets, to Chief Refrigerating Engineer, Department of Markets (appointee having attained a place on eligible list after open competitive examination)....	3.50 day	1,800 year
Inspector, Bureau of Streets, to Inspector, Bureau of Water	1,000 year	1,000 year
Janitor, Truant School, Department of Public Instruction, to Engineer, Bureau of Streets.	850 year	3.50 day
Foreman, Bureau of Streets, to Janitor, Elmwood Music Hall, Bureau of Building.....	3.00 day	1,100 year
Communicable Disease Nurse, Department of Health, to School Nurse, Department of Health	720 year	720 year
Janitor, School No. 8, Department of Public Instruction, to Custodian, South Park High School, Department of Public Instruction..	1,710 year	1,500 year

The following promotions were approved after promotional examinations:

	Salaries	Salaries
Clerk to Managing Clerk, Department of Law.	\$1,500	\$1,750
Overseer of Repairs to Building Inspector, Bureau of Building	1,100	1,100
Foreman to Inspector, Bureau of Streets.....	3.00 per day	900
Assistant Foreman, to Clerk, Bureau of Engineering	2.50 per day	3.00
Foreman to Clerk, Bureau of Engineering.....	3.00 per day	3.00
Assistant Storekeeper to Storekeeper, Bureau of Water	2.50 per day	3.00
Dentist's Assistant to Clerk, Department of Health	720	900
Stoker to Assistant Engineer, Department of Fire	1,100	1,200
Fireman to Assistant Engineer, Department of Fire	1,200	1,200
Transitman to Assistant Civil Engineer, Bureau of Engineering, Department of Public Works.	1,200	1,600
First Laboratory Assistant to Second Assistant Bacteriologist, Department of Health.....	1,300	1,800
Second Laboratory Assistant to First Laboratory Assistant, Department of Health.....	1,100	1,300
Clerk to Accountant, General Office, Department of Health.....	3.00 per day	1,100
Director to Superintendent of Playgrounds, Playground Commission	1,080	1,500

	Salaries	Salaries
Foreman to Overseer of Repairs, Bureau of Building	\$3.00 per day	\$1,100
Sanitary Inspector, to Medical Sanitary Inspector, Department of Health.....	1,300	2,000
Tenement and Lodging House Inspector to Counsel, Bureau of Sanitation and Tenements, Department of Health.....	1,300	1,800
Rodman to Transitman, Grade Crossing Commission	1,000	1,300
Clerk to Permit Clerk, Bureau of Water.....	1,100	1,300
Captain to Inspector, Department of Police....	2,000	2,200
Lieutenant to Captain, Department of Police..	1,320	2,000
Patrolman to Lieutenant, Department of Police.	1,200	1,320
Lieutenant to Captain, Department of Fire....	1,300	1,800
Fireman to Lieutenant, Department of Fire...	1,200	1,300
Deputy Examiner of Stationary Engineers to Examiner of Stationary Engineers.....	1,500	1,800

Appeals from ratings in examinations were as follows:

Number appeals	Number denied	Number allowed
9	4	5

During the past year there were no exceptions from competitive examinations under the provisions of section 15, paragraph 2, of the Civil Service Law.

The provisions of the law giving preference to veterans have been strictly complied with.

Compliance with the law relative to certification of payrolls and accounts for services has been strictly adhered to. All payrolls and accounts for services are first reviewed and verified by the Payroll Clerk, after which they are certified to by the Secretary of the Commission.

In reviewing payrolls and accounts for services a card index system is used. The index cards are arranged in the order in which names appear on payrolls. The various departments being requested to retain this order of names as near as possible.

Each card contains the name, title of position, schedule of position, department in which employed, date of entrance to service, salary, and such other information as is necessary to have a complete record of every person appearing on payrolls or accounts for services.

The only employees exempt from certification of payrolls by this Commission are superintendents, principals, and teachers in the public schools, and the election officers.

The provision of the law regarding registration of laborers has been complied with.

A complete roster is on file in the office of the Commission of all employees in the Classified Service of the city. This, in conjunction with other records of the Commission, is sufficient to establish the legality of the appointment of all persons in the Classified Service.

The certificate of the Commission is required by all fiscal or disbursing officers of the city upon all payrolls and accounts for services.

Respectfully submitted,
 CHARLES L. FELDMAN,
 CYRUS L. BARBER,
 WILLIAM F. WIERLING,
Commissioners.

Attest:

ALBERT O. ALLGEYER,
Secretary Pro tem.

Canandaigua

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Prusuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Canandaigua respectfully submits the following report for the year 1915:

The Commission is composed of the following, all appointed January 1, 1914; F. A. DeGraff, merchant; F. A. Christian, attorney; M. D. Dugan, merchant. There are no employees, the city clerk acting as secretary.

Meetings were held monthly.

There are 23 persons in the Unclassified Service, and the Classified Service is subdivided as follows: Exempt, 10; Competitive, 13; Non-Competitive, 4.

Notice of examination is served personally on applicants, and also by publication in the newspapers.

All papers are prepared and examined by the Commission. All applications, examination answer papers and eligible lists are preserved in accessible files and are open to inspection of appointing officers.

There were no open competitive, non-competitive nor provisional examinations.

About eight laborers were employed during the year.

All pay rolls are certified to by the secretary and turned over to the Commissioners, who also certify. Accounts are reviewed by the different boards. The city clerk, who is also clerk of all boards, certifies to all pay rolls, after the superintendent of public works certifies the labor pay roll to him.

The Commission has a complete roster and believes same sufficient to establish the legality of the appointment of all persons in the Classified Service.

F. A. DEGRAFF,
F. A. CHRISTIAN,
M. D. DUGAN,

Municipal Civil Service Commission.

WILLIAM N. BROOKS,
Secretary.

Cohoes

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Cohoes respectfully submits the following report for the year 1915:

The names, occupations and dates of appointment of the Commissioners are as follows: Arthur J. Nelson, bookkeeper, January 6, 1914; Arthur Symper, bookkeeper, January 6, 1914; Daniel O'Neill, merchant, January 6, 1914.

George W. Andrew, appointed December 7, 1909, acts as clerk to the Commission, receiving a salary of \$250 per annum. The Commissioners are not compensated.

During the year fifteen meetings were held.

The Commission states there are about 321 persons in the Unclassified Service. The Classified Service is subdivided as fol-

lows: Exempt Class, 6; Competitive Class, 86; Non-Competitive Class, 7.

Competitive examinations were held during the year for the following positions:

Title of position	Number passed	Number failed
Bookkeeper, Comptroller's Department.....	2	0
Chauffeur and Mechanician, Fire Department.....	2	1
Inspector, Water Department	3	4
Patrolman, Police Department	4	1
Registrar of Vital Statistics.....	1	0

Notice of each competitive examination is given on the posters furnished by the State Civil Service Commission, and the wording of the poster is also used as a paid advertisement and published in the city daily newspapers. A typewritten circular is prepared for each examination and a copy thereof issued with each application blank. Such posters and circulars contain all the facts and information recommended by the secretary of the State Civil Service Commission, and distribution of the posters is made by posting in a conspicuous place in the Civil Service room, in the departments interested, in the post office and on the bulletin board in the City Hall building. Examination papers are prepared by or under the direction of the Commission, and all examination papers are marked and rated by the Commissioners. All of said papers are preserved in accessible files and are open to the inspection of appointing officers.

Non-competitive examination was held for the position of district physician. Provisional examinations were held for the positions of chauffeur and mechanician, fire department; inspector of paving; and stenographer, comptroller's department. Open competitive examinations were subsequently held for the position of chauffeur and mechanician, fire department.

About 126 laborers were employed during the year and registered in the bureaus of engineering, water, streets, and public grounds.

The Commission reports nine appointments to positions in the Competitive Class and three in the Non-Competitive Class. There were 5 exempt removals; 6 competitive removals; 2 competitive resignations, and 1 non-competitive resignation. There were no transfers and no promotions.

The provision of the law regarding certification of pay rolls and accounts for services has been strictly complied with. All pay rolls are submitted and after comparison with the official roster are certified by the clerk.

The departments of public works and public safety, pursuant to rule XXVI, employed men at common labor for temporary service, occasioned by the need of men to perform unskilled labor at short notice for periods not exceeding fifteen days. There were no registered labor applicants for said departments seeking temporary employment who had notified the Commission of their readiness to serve.

The following resolutions were adopted and approved by Mayor: April 20, 1915, adding rule XLI — approved by the State Civil Service Commission; April 20, 1915, amending classification — approved by the State Civil Service Commission, except in so far as it related to placing in the Unclassified Service the positions of sealer of weights and measures and district physician; June 3, 1915, classifying in the Competitive Class the position of sealer of weights and measures and in the Non-Competitive Class the position of district physician — approved by the State Civil Service Commission; November 23, 1915, classifying in the Non-Competitive Class the position of medical inspector — not approved by the State Civil Service Commission.

The Commission has a complete roster of the Classified and Unclassified Service and believes same sufficiently complete to establish the legality of the appointment of all persons in the Classified Service.

ARTHUR SYMPER,
DANIEL O'NEILL,
ARTHUR J. NELSON,

Municipal Civil Service Commission.

GEORGE W. ANDREW,
Secretary.

Corning

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909) the Municipal Civil

Service Commission of the City of Corning, N. Y., respectfully submits the following report for the year 1915:

The members composing the Civil Service Commission are as follows: A. D. Moore, president; W. E. Gorton, Jr., Robert Allison, all appointed January 1, 1914. H. D. Jones is secretary to the Commission, receiving an annual salary of \$100.

In the past year fourteen meetings were held.

There are 29 persons in the Unclassified Service.

In the Classified Service there are 62 persons, subdivided as follows: Exempt Class, 30; Competitive Class, 29; Non-Competitive Class, 3.

Open competitive examinations were held for the following positions:

Title of position	Number passed	Number failed
Police Matron	3	0
Patrolman	5	4
Patrolman	3	0

Fifteen days' notice is given on all examinations and notice is posted in three places and also advertised in both local papers. Examination papers are filed and open to public inspection.

The Commission reports no non-competitive nor provisional examinations. Twenty-one laborers registered during the year for street work. There were 2 appointments in the competitive class, 1 competitive removal, and 1 competitive resignation. There were no transfers, no promotions, no appeals from ratings, and no exceptions from examination.

The provision of the law giving preference to veterans has been strictly complied with by appointing officers.

All pay rolls are certified by the secretary of the Commission after comparison with the official roster.

The Commission has a complete roster of the city service, and believes same sufficiently complete to establish the legality of the appointment of all persons contained therein.

A. D. MOORE, *President*,
ROBERT L. ALLISON,
W. E. GORTON, JR.,
Municipal Civil Service Commission.

H. D. JONES,
Secretary.

Cortland

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.— Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909) the Municipal Civil Service Commission of the City of Cortland, N. Y., respectfully submits the following report for the year 1915:

The members of the Commission are as follows: G. H. Kennedy (president), private secretary, appointed February 1, 1915; W. P. Walsh, clothing merchant, appointed February 1, 1915; and E. H. Richards (secretary), cashier, Second National Bank, appointed January 5, 1915. The Commissioners are not compensated, Mr. Richards receiving \$50 per year for his services as secretary.

There were no meetings held during the year.

The Commission reports 171 persons in the Unclassified Service. The Classified Service is subdivided as follows: 28 in the Exempt Class, 12 in the Competitive Class, 4 in the Non-Competitive Class, and 24 in the Labor Class.

No examinations were held during the year, none being required. Notices of examinations are placed in newspapers, and also placed in conspicuous public places. Examinations are prepared and rated by the Commissioners. All applications, examination papers, and eligible lists are preserved in accessible files and open for inspection by appointing officers. There were no appointments.

The provision of the law regarding certification of pay rolls and accounts for services is strictly complied with, all pay rolls being certified by the secretary after comparison with the official roster.

The Commission reports they are unable to have a registration of laborers as the great demand of men in factories will not permit a waiting list.

The Commission has a complete roster of the Classified and Unclassified Service.

GEORGE H. KENNEDY, *President,*

WM. P. WALSH,

E. H. RICHARDS, *Secretary,*

Municipal Civil Service Commission.

Dunkirk

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909) the Municipal Civil Service Commission of the City of Dunkirk respectfully submits the following report for the year 1915:

The Civil Service Commission is composed of the following members: J. William Murphy (president), manager of Erie Hotel; L. D. Brainard, manager of local office, New York Telephone Company; William D. Heffernan, clothing merchant; all appointed January 1, 1914. Mr. Arthur D. Toomey, city clerk, acts as secretary to the Commission.

During the year 1915 seven meetings were held.

The Commission reports 126 persons in the Unclassified Service and 52 in the Classified Service, subdivided as follows: Exempt, 3; Competitive, 47; Non-Competitive, 2.

Two competitive examinations were held for the position of stationary fireman at municipal water works.

Public notice of examinations is given in official city papers, and all examinations are prepared and rated by the Commissioners. All applications, examination answer papers and eligible lists are preserved in accessible files and open to inspection of appointing officers.

There were no non-competitive nor provisional examinations held.

Two competitive promotion examinations were held and promotions made in each instance for the following positions: Fireman to stationary engineer, water and electric light department; and switchboard operator.

There were no appeals from ratings and no exceptions from examinations.

The provision of the law regarding certification of pay rolls and accounts for services has been strictly complied with. The secretary of the Commission reviews the pay roll and stamps certification upon same, after comparison with the official roster.

The Commission has a complete roster of all city employees, giving name, title of position, date of appointment and salary.

J. WILLIAM MURPHY,
L. D. BRAINARD,
W. D. HEFFERNAN,
Municipal Civil Service Commission.

A. D. TOOMEY,
Secretary.

Elmira

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (Chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Elmira respectfully submits the following report for the year 1915:

The Commission is composed of Henry M. Clarke, lawyer; Chester P. Hibbard, miller, and William H. Hart, cigar manufacturer; all appointed January 12, 1914.

D. C. Espey, appointed January 12, 1914, acts as secretary to the Commission, receiving a salary of \$300 per annum.

During the year 1915 the Commission held 31 meetings.

There are 311 persons in the Unclassified Service. The number of persons in the Classified Service is 187, sub-divided as follows: Exempt class, 9; Competitive Class, 170; Non-Competitive Class, 8.

Open competitive examinations were held as follows:

Title of Position	Number Passed	Number Failed
Policeman	27	5
Fireman	9	3
Detective	4	1
Bookkeeper	4	0
Stenographer	3	4
Superintendent District Water Department	1	0
Engineer	4	0
Foreman, meter service	1	0
Meter Inspector	2	0
Foreman, Street Gang	1	0
Superintendent, Filter Plant	1	0

Three non-competitive examinations were held for the following positions: Chief of police; superintendent, Woodlawn cemetery; Mayor's clerk.

There were no provisional examinations, no removals, resignations, nor transfers.

The Commission reports three exempt, twenty competitive and two non-competitive appointments.

Promotions were made as follows: Captain of police to chief of police and patrolman to captain of police.

The provision of the law regarding certification of payrolls and accounts for services has been strictly complied with. The secretary meets with the City Board of Audit or Finance and reviews the payrolls. If found to be correct they are certified. The only employees of the city whose accounts for services are paid without certification by the Commission are janitors of schools and employees of the water board. A list of these is sent each period and the amount paid each person. Appointments to these positions, however, are made from eligible lists, as furnished by the Civil Service Commission.

The Commission has a complete roster of all city employees, giving name, title of position, date of appointment and salary.

HENRY M. CLARKE, *Chairman*,
CHESTER P. HIBBARD,
WILLIAM H. HART,

D. C. ESPEY, *Municipal Civil Service Commission.*
Secretary.

Fulton

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (Chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Fulton, N. Y., respectfully submits the following report for the year 1915:

The Municipal Commission is composed of the following members: Charles Lockrow (president), express agent; Andrew Dwyer (vice-president), shoemaker; Fred E. Wolcott (assistant secretary), printer. The Commissioners are compensated at the rate of \$3 per meeting.

Frank Quirk, Jr., appointed March 4, 1914, acts as secretary to the Commission, with salary of \$15 per month.

Dr. Frank E. Fox, appointed January 5, 1914, is the medical examiner for the Commission, and is compensated at the rate of \$3 per candidate.

During the year 27 meetings were held.

The Commission reports 45 persons in the Unclassified Service, and the Classified Service is subdivided as follows: Exempt Class, 2; Competitive Class, 40; Non-Competitive Class, 7.

There are 49 persons in the Labor Class.

Open competitive examinations were held for the positions of patrolman, fireman and lineman and fireman.

Notice of examination is given at least ten days in advance, by posting on bulletin boards, also by publication in the city papers. All examination papers are prepared and answers rated by the secretary of the Commission.

All applications, examination answer papers, and eligible lists are preserved in accessible files and open to inspection of appointing officers.

There were no non-competitive nor provisional examinations.

Laborers were registered as follows: Callmen, fire department, 8; teamsters, 9; mechanics, 3; and miscellaneous, 32. Appointments were made mostly temporary, as occasion demanded.

One appointment was reported in the Exempt Class, and three in the Competitive Class; also, one exempt resignation and three competitive resignations. There were no removals, transfers nor promotions.

All payrolls are signed by the president of each board, and later certified by the secretary of the Commission, after comparison with the official roster. The only employee of the City whose accounts for services are paid without certification by the Commission is the City Marshal, who is paid by fees.

The Commission has a complete roster of the classified and unclassified service, giving name, title of position, date of appointment and salary.

CHARLES LOCKROWE, *President.*

ANDREW DWYER,

FRED E. WOLCOTT,

Municipal Civil Service Commission.

FRANK QUIRK, JR.,
Secretary.

Geneva

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (Chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Geneva respectfully submits the following report for the year 1915:

The Commission is composed of the following persons: W. E. Sill, attorney-at-law, appointed January 1, 1912; M. S. Sanford, bank cashier, appointed January 1, 1912; F. P. Boswell, college professor, appointed January 1, 1914. The Commissioners are not compensated.

Mr. E. J. Flanagan, appointed April 1, 1908, is secretary to the Commission, receiving salary of \$120 per annum.

During the year two meetings were held.

Number of persons in the Unclassified Service, 67; number of persons in the Classified Service: Exempt, 3; Competitive, 43.

Competitive examinations held during the year are as follows:

Title of position	Number passed	Number failed
Paving Inspector	7	2
First Assistant Chief of Fire Department.....	5	0
Second Assistant Chief of Fire Department.....	1	0

The place and date of such competitive examination, and any other material information in regard thereto, is posted on the bulletin board in the office of the City Clerk at least five days prior to the date of examination, and a notice of such examination is also run in daily newspaper for a week prior to the date of examination.

All papers are prepared and rated by the Commissioners, except in examinations of a technical character, when the assistance of an expert in that line of work from this or an adjoining city is obtained.

All papers are preserved in accessible files, and open to the inspection of appointing officers.

The Commission reports no non-competitive examinations, provisional examinations, appointments, removals, resignations, transfers or promotions.

The provision of the law regarding certification of payrolls and accounts for services has been strictly complied with by the secretary of the Commission after comparison with the official roster.

The Commission has a complete roster of the Classified and Unclassified Service, giving names, dates of appointment, titles of positions and salaries.

WILLIAM E. SILL,
F. P. BOSWELL,
M. S. SANFORD,
Municipal Civil Service Commission.

E. J. FLANAGAN,
Secretary.

Glens Falls

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (Chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Glens Falls respectfully submits the following report for the year 1915:

The members of the Commission are: Elmer J. West (president), appointed April, 1913; Thomas S. Coolidge, appointed April, 1912; Patrick J. Kennedy (secretary), appointed April, 1914. The Commissioners receive no compensation. Esther A. Meade was appointed April, 1914, as clerk to the Commission, at salary of \$60 per annum.

The Commission held ten meetings during the past year.

There are 104 persons in the Unclassified Service. The Classified Service is subdivided as follows: Exempt, 9; Competitive, 55; Labor, 468. The following open competitive examinations were held during the year:

Title of position	Number passed
Firemen and Call Men.....	15
Assistant Superintendent of Water Department.....	1
Superintendent of Reservoirs	1
Foreman of Water	1
Clerk to Water Department.....	1
Janitors	2
Foreman of Sewer.....	1

Notice of the time and place of receiving applications and holding examinations is given two weeks in advance by publication in daily papers and by posting on bulletin board in public places.

All examination papers are prepared and rated by the Commissioners and are preserved in accessible files and open to inspection of appointing officers. There were no non-competitive or provisional examinations held.

Laborers have heretofore not been registered, but the provision of the law in this respect will soon be put into practice.

The Commission reports 4 appointments to exempt positions; 16 to competitive positions, and 3 promotions as follows: Frank O. Mason from call man to regular fireman, salary \$720, promoted as result of many years of faithful service on the call force; Charles Mitchell, served one year as "extra man" in fire department,—was appointed permanent fireman to fill vacancy; William Lattimore, foreman of water. All promotions as result of examination.

One appeal from rating received in examination for position of driver of auto truck, fire department, was received. On appeal 5 per cent was added to former rating and the person was appointed to position.

All payrolls and accounts for services are certified by the secretary of the Commission after comparison with the official roster. The secretary makes personal visits to the different departments.

The only employees of the city whose accounts for services are paid without certification by the Commission are the clerk to Mayor and City Chamberlain. The Commission has a complete roster of the Classified and Unclassified service.

E. J. WEST,
T. S. COOLIDGE,
P. J. KENNEDY, *Secretary*,
Municipal Civil Service Commission.

Gloversville

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (Chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Gloversville respectfully submits the following report for the year 1915:

The Commission is composed as follows:

Name	Occupation	Date of appointment
Servia J. Fallis (President) ..	Plumbing and heating.....	Jan. 22, 1913
	contractor	
William H. Haywood.....	Glove manufacturer.....	Jan. 8, 1914
Charles B. Nellis (Secretary) .	Clerk	Jan. 7, 1915

The Commissioners are compensated at the rate of \$5 each per meeting, not exceeding ten meetings. Mr. Nellis receives \$1 per week for his services as secretary.

Th Commission held fifteen meetings during the year.

The number of persons in the Unclassified Service is 180. The Classified Service is subdivided as follows: Exempt, 38; Competitive, 57; Non-Competitive, 2; Labor, 62.

Three open competitive examinations were held as follows:

Title of position	Number passed	Number failed
Inspectors of Improvement and Public Works.....	4	2
Operator of Steam Roller.....	1	0
Public School Janitor.....	3	0

There was only one applicant for the position of operator of steamer roller. Lack of competition I believe was due to the scarcity of men in this city who are qualified to perform these duties.

Examinations are announced by posting on bulletin board in the City Hall, and also by publication in the daily papers some days prior to the examination. All papers are prepared and rated by the Commissioners, and are preserved in accessible files and open to inspection of appointing officers.

There were no non-competitive or provisional examinations held.

Laborers were registered as follows: Street department, 36; water works department, 13; teamsters, 13. The Commission reports 4 appointments to competitive positions; 2 to non-competitive positions; the death of 1 patrolman; 2 resignations in the exempt class; and 1 in the competitive class. One substitute police officer was promoted to regular patrolman at compensation of \$840 per annum.

There were no transfers, no appeals from ratings, and no exceptions from examination.

All payrolls are certified by the secretary of the Commission after comparison with the official roster, and are also audited by committee of the Common Council.

All laborers are registered except in emergency cases.

The Commission has a complete roster of the Classified and Unclassified Service.

SERVA J. FALLIS,
WILLIAM H. HAYWOOD,
CHARLES B. NELLIS, *Secretary*,
Municipal Civil Service Commission.

Hornell

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (Chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Hornell, N. Y., respectfully submits the following report for the year 1915:

The names, occupations, dates of appointment and compensation of the Commissioners are as follows:

Name	Occupation	Date of appointment	Salary
Fred A. Gross.....	Salesman	Jan. 5, 1914.	\$50 per annum
J. Raymond Kelly..	Physician	Dec. 21, 1914.	50 per annum
Charles A. Bowman.	Clerk	Jan. 1, 1916.	50 per annum

William J. MacKay, City Clerk, acts as secretary to the Commission.

Two meetings were held during the year.

The Commission reports 138 persons in the Unclassified Service. The Classified Service is sub-divided as follows: Competitive Class, 33; Non-Competitive Class, 115; Labor Class, 67.

There were no examinations held during the year 1915.

Notice of examinations is published in official paper; also posted on bulletin board in conspicuous place, seven days previous. All examination papers are prepared and rated by the Commissioners, and are preserved in accessible files and open to inspection of appointing officers.

Laborers are registered in accordance with the provision of the law.

The Commission reports as follows: One competitive appointment, two competitive resignations, two non-competitive resignations and one promotion.

All payrolls and accounts for services are reviewed by the Commissioners, and after comparison with the official roster, if found to be correct, are certified. All accounts for services are paid, after certification by the Commission, except those of the elected and appointed officers, whose salaries are fixed by charter or common council.

The Commission has a complete roster of city employees in the Classified and Unclassified Service, showing name, title of position, date of appointment and salary.

FRED A. GROSS,
J. RAYMOND KELLY,
CHARLES A. BOWMAN,

Municipal Civil Service Commission.

WILLIAM J. MCKAY,
Secretary.

Hudson

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Hudson, respectfully submits the following report for the year 1915:

The Municipal Civil Service Commission is composed as follows:

Name	Occupation	Date of appointment
James S. Ryan.....	Clerk	May 1, 1911
William E. Hicks...	Wholesale grocer	Dec. 22, 1913
William G. Magee...	Supt. of Gifford-Wood Co.....	Oct. 2, 1911

Henry M. James, appointed January 1, 1912, acts as secretary to the Commission, receiving a salary of \$150 per annum. The Commissioners receive no compensation.

Six meetings were held during the year 1915.

There are 162 persons in the Unclassified Service. The Classified Service is sub-divided as follows: Exempt Class, 2; Competitive Class, 15; Non-Competitive Class 3; Labor Class, 19.

One competitive examination was held on October 1, 1915, for position of Superintendent of Cemeteries. There were nine candidates, six of whom passed.

Notice of examination is published in two papers, by paid advertisement, and is also posted on bulletin board in City Hall, Post Office and County Court House.

Examination papers are prepared and rated by the Commission, assisted by the secretary, except in cases of technical requirements.

All applications, examination answer papers, as well as eligible lists, are preserved in accessible files and open for public inspection.

There were no non-competitive nor provisional examinations held.

For labor registration two lists are provided: One for cemetery labor; nine registered and nine appointed; one for the Commission of Public Works; ten registered and ten appointed.

The Commission reports one appointment to competitive position.

There were no removals, resignations, transfers nor promotions.

The provision of the law giving preference to veterans has been strictly complied with by appointing officers.

Payrolls and accounts for services are reviewed and certified by the secretary in all cases except that of public health nurse employed by the Board of Health and four janitors under the Board of Education.

The position of public health nurse has recently been put under the Civil Service and as soon as matter of examination and appointment to this position is completed, the accounts will also be certified by the local secretary. The matter of the janitors and teachers in the public schools has been taken up by the local Commission, but there seems to be some dispute as to the authority of the local Commission over the employees of the Board of Education, and therefore this matter has not been pressed.

The work which the local Commission has to do in the course of a year is comparatively small. In a small city there are but few in the Classified Service and changes do not occur frequently.

All changes in the rules of the local Commission have been submitted to the State Commission for its approval and the local Commission has endeavored in every way to observe the Civil Service Law and the rules of the State Commission, and it takes this opportunity of expressing its gratitude for the advice and consideration given by the State Commission.

The Commission has a complete roster of the Classified and Unclassified Service, giving name, title of position, date of appointment and salary.

JAMES C. RYAN,
WILLIAM E. HICKS,
WILLIAM G. MAGEE,
Municipal Civil Service Commission.

HENRY M. JAMES,
Secretary.

Ithaca

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909) the Municipal Civil Service Commission of the City of Ithaca respectfully submits the following report for the year 1915:

The Commission is composed of the following: L. C. Bement (chairman), merchant; Dow S. Barnes, merchant; F. D. Boynton, superintendent of schools. The only employee of the Commission is Henry L. Stewart, secretary, appointed March, 1915, at compensation of \$100 per annum. The Commissioners are not compensated.

During the year thirteen meetings were held.

The Commission reports 52 persons in the Unclassified Service.

The Classified Service is subdivided as follows: Exempt Class, 3; Competitive Class, 22; Non-Competitive Class, 4; Labor Class, 298.

Two open competitive examinations were held; one for police patrolman, June 3, 4 passed, 5 failed; one for filter operator, August 17, 3 passed, 1 failed.

Notice of examinations is given by posting on bulletin board in front of City Hall, also at places where appointees will be employed and by publication in two local newspapers.

Papers are prepared and rated by the Commission, except where technical requirements are desired, when experts are employed.

All examination papers, applications and eligible lists are preserved in accessible files and open to inspection of appointing officers.

Two non-competitive examinations were held; one February 19th, for position of probation officer; one August 16th, for position of deputy city clerk. Both candidates were successful.

Laborers are registered as follows: Laborers, 269; teamsters, 27; bridge painters, 3; concrete inspectors, 2; rodmen, 2; assistant engineers, 3; all appointed.

The Commission reports one appointment to position in Exempt class; two in the Competitive Class and two in the Non-Competitive Class. There were no removals, promotions nor transfers.

All pay rolls and accounts for services are certified by the secretary of the Commission, after comparison with the official roster.

The law regarding certification of pay rolls and accounts for services has been strictly complied with, except the accounts of the employees of the fire commission and of the board of education.

The provision of the law regarding registration of laborers has not been complied with. It has been found to be impossible to follow this provision, for the reason that city labor at Ithaca is largely performed by foreigners and there are not enough applications for labor by citizens. Many do not speak English, live outside the city limits, and, after receiving pay, do not appear again for several days. Much of the city work done by laborers might be called emergency work.

The Commission has not a complete roster, obsolete rules and classifications and incomplete records making this difficult.

L. C. BEMENT, *Chairman,*

DOW S. BARNES,

F. D. BOYNTON,

Municipal Civil Service Commission.

HENRY L. STEWART,

Secretary.

Jamestown

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.— Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Jamestown, N. Y., respectfully submits the following report for the year 1915:

The Municipal Civil Service Commission is composed of the following:

Name	Occupation	Date of appointment	Compensation
H. E. V. Porter.....	Professor	May 16, 1913.....	\$125 per year
Chas. A. Swanson...	Druggist	April 13, 1908....	225 per year
Wm. Hjorth	Manufacturer ...	May 15, 1913.....	125 per year

The employees of the Commission, Clement B. Jones, secretary; appointed April 11, 1908.

The Classified Service is subdivided as follows: Exempt, 35; Competitive, 132; Non-Competitive, 4; Labor, 247.

Notices of examinations were given according to law, and papers prepared and rated by the Commission. Examination papers and eligible lists are preserved and open to inspection of appointing officers.

The Commission held two competitive examinations during the year, a detailed report of which is as follows:

Title of position	Number passed	Number failed
Special Policeman	13	6
Paid Firemen	4	2
Rodman	1	1
Draftsman	1	0
Lineman	1	0
Sanitary Inspector	0	1
Snperintendent of Pnblic Health.....	1	1
Bookkeeper, Lighting Department.....	1	0
	=====	=====

No competitive or emergency examinations were held during the year.

The title of positions and kinds of labor for which registration was made in the Labor Class during the year, with the number registered, is as follows:

	Registered	Appointed
Laborers	300	235
Street Cleaners	23	20
Carpenters	3	3
Sewer Cleaners	5	5
Teamsters	47	42
Sidewalk Layers	40	35
	=====	=====

Number of appointments:	
To exempt positions.....	37
To competitive positions.....	34
Removals	0
Resignations:	
Policemen Regular	3
Policemen Regular — Death.....	2
Policemen Special — Death.....	2
Policemen Regular	2
	=====

There have been no transfers, promotions or appeals from ratings given in examination.

Veterans have been given preference under the law.

Pay rolls and accounts have been reviewed and certified strictly in accordance with the law by the Commission.

There are no employees in any department or division of the public service whose accounts for services are paid without certification by the Commission.

The provisions of the law regarding the registration of laborers have been strictly complied with, and all employments in the Labor Class are made after certification from the proper list.

A complete roster of all city employees showing name, title of position, date of appointment, and salary is kept on file. The roster and other records, we believe, are sufficiently complete to make it possible to establish the legality of the appointment of persons in the Classified Service.

All fiscal and disbursing officers of the city, or city's money, require the certification of the Commission upon all pay rolls and accounts of service.

H. E. V. PORTER,
CHARLES A. SWANSON,
WM. HJORTH,
Municipal Civil Service Commission.

CLEMENT B. JONES,
Secretary.

Johnstown

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Johnstown respectfully submits the following report for the year 1915:

Names, occupations, dates of appointment of Commissioners: Elmer J. Dorn, insurance and real estate, January 2, 1914; Sidney Stoller, real estate, January 2, 1914; H. A. Van Trump, salesman, January 1, 1913. The Commissioners are not compensated. John T. Selmsner, appointed January 2, 1914, is clerk of the Commission, receiving salary at \$15 per month.

Number of meetings held during year.....	6
Number of persons in the Unclassified Service.....	60
Number of persons in the Competitive Class.....	28
Number of persons in the Noncompetitive Class.....	1
Number of persons in the Labor Class.....	67

Competitive examinations were held for the positions of auto driver, fire truck, 4 passed and 2 failed; and janitor of school buildings, 5 candidates, all successful.

Notice of examination is posted in the City Building at least ten days in advance of examination; also by publication in at least two daily papers three times before the examination. Examination papers are prepared and rated by the Commissioners with the exception of examinations requiring technical knowledge, when experts are employed.

There were no non-competitive, provisional, or promotion examinations. Three appointments are reported to positions in the Competitive Class.

The provision of the law regarding certification of pay rolls and accounts for services has been strictly complied with, all pay rolls being reviewed by the clerk of the Commission after comparison with the official roster, and certified to if found correct.

The law regarding registration of laborers has been complied

with except in emergency cases. The Commission has a complete roster of the Classified and Unclassified Service.

ELMER J. DORN,
SIDNEY STOLLER,
H. A. VAN TRUMP,
Municipal Civil Service Commission.

JOHN T. SELMSER,
Clerk.

Kingston

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Kingston respectfully submits the following report for the year 1915:

The Commission is composed as follows:

Tjerck I. Rifenbary..	Contractor	Jan. 1, 1914..	\$60 per annum
John F. Remus.....	Contractor	Jan. 1, 1914..	60 per annum
Thomas P. Clancey..	Foreman, American Ci-		
	gar Co.	Jan. 1, 1914..	60 per annum

Augustus Shufeldt is secretary of the Commission, appointed January 1, 1914, at \$180 per annum.

Twelve meetings were held during the year.

There are 77 persons in the Unclassified Service, and the Classified Service is subdivided as follows: Exempt Class, 14; Competitive Class, 58; Non-Competitive Class, 5; Labor Class, 141.

Two competitive examinations were held: One for position of probation officer and one for position of inspector, water department. In the former there were 6 candidates, 4 passing and 2 failing; in the latter there were 2 candidates, 1 passing and 1 failing.

Notice of examination is given by posting in public places and by publication in local newspapers. Examination papers are prepared and rated by the Commission, with necessary outside aid. All question and answer papers are preserved.

One non-competitive examination was held for the position of superintendent of fire alarm system.

Provisional examination was held for the position of probation officer. Competitive examination was subsequently held and eligible list established.

The Commission reports 1 appointment in the Exempt Class; 6 in the Competitive Class and 1 in the Non-Competitive Class.

There were no removals, resignations, transfers nor promotions.

Pay rolls are certified by the secretary of the Commission after comparison with the official roster.

The Commission has a complete roster of all employees in the Classified and Unclassified Service, showing name, title of position, date of appointment and salary.

TJERCK I. RIFENBARY,
JOHN F. REMUS,
THOMAS P. CLANCEY,
Municipal Civil Service Commission.

AUGUSTUS SHUFELDT,
Secretary.

Lackawanna

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Lackawanna respectfully submits the following report for the year 1915:

The Commission is composed as follows:

Name	Occupation	Date of appointment	Compensation
Fred Nelson	Railroad foreman	Jan. 1, 1914.	\$200 per year
Frank Jurek	Merchant	Jan. 1, 1914.	200 per year
Chas. Haskins	Machinist	Jan. 1, 1914.	200 per year

Robert Middleton is employed as secretary to the Commission at annual salary of \$200 per annum.

During the year twenty-one meetings were held.

The number of persons in the Unclassified Service is given as 70, and the Classified Service is subdivided as follows: Exempt, 3; Competitive, 37; Non-Competitive, 2; Labor, 49.

Two competitive examinations were held for the position of patrolman. In the first there were 7 candidates, 2 passing and 5 failing. In the second there were 9 candidates, all failed. In

explanation of the above examination the failure of the 9 men was due to not coming up to the requirements in height, the rules being changed from 5 feet, 7 inches to 5 feet, 8 inches, and the applicants failing to note this change in the rules.

Notices of examination are posted in all sections of the city; also by publication in the official paper for three weeks. Examinations are prepared and rated by the commissioners and the secretary. All applications, correspondence, examination papers, and eligible lists are on file and in good order and open for public inspection upon request.

There were no non-competitive nor provisional examinations held. No appointments are reported, no removals, no resignations, no transfers, or promotions.

Laborers are registered in accordance with the provision of the law; 101 laborers were registered under titles of inspectors, foremen, assistant foremen, engineers, machinists, teamsters, watchmen, pipe fitters, street pavers, plumbing inspectors, and janitors; 20 were appointed.

The provision of the law regarding certification of pay rolls and accounts for services has been complied with. All pay rolls of the Classified Service are certified by the secretary after comparison with the official roster. Accounts for services of persons in the Unclassified Service are not certified.

The Commission has a complete roster of the Classified and Unclassified Service.

FRED NELSON,
CHARLES HASKINS,
FRANK JUREK,

Municipal Civil Service Commission.

ROBERT MIDDLETON,
Secretary.

Little Falls

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal

Civil Service Commission of the City of Little Falls respectfully submits the following report for the year 1915:

The members of the Commission are: N. D. Olmsted, newspaper publisher, appointed January 7, 1908; J. B. Crimmins, road inspector, appointed January 7, 1908; F. W. Ashenhurst, master plumber, appointed January 5, 1915.

The Commissioners receive a salary of \$50 per annum.

Nineteen meetings were held during the year 1915.

Number of persons in the unclassified service.....	74
Number of persons in the exempt class.....	1
Number of persons in the competitive class.....	21
Number of persons in the noncompetitive class.....	29
Number of persons in the labor class.....	88

Competitive examinations were held as follows:

Title of position	Number passed	Number failed
Chainman	3	0
Rodman	2	0

Notices of examination are published in two newspapers at least ten days before date of examination; also by posting in public places. Examination papers are prepared by the Commissioners and also rated by them. All applications, examination papers, ratings, and eligible lists are on file in the office of the city clerk for the inspection of the public.

Two non-competitive examinations were held as follows:

Title of position	Number passed	Number failed
City Engineer	1	0
Call Fireman	23	0

Laborers and teamsters, employed by the street foreman, are registered and employed from time to time as the amount of work demands; 88 laborers were registered during the year and 60 employed.

The Commission reports 4 appointments to competitive positions and 24 to non-competitive positions; also 1 non-competitive resignation.

Pay rolls are checked by the secretary of the Commission with official roster, and if found to be correct, are certified. The accounts for services of the employees of the board of education are not certified in accordance with court decision in test case.

The Commission has a complete roster of the Classified and Unclassified Service.

N. D. OLMSTEAD,
F. W. ASHENHURST,
J. B. CRIMMINS,
Municipal Civil Service Commission.

T. J. O'BRIEN,
Secretary.

Lockport

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Lockport respectfully submits the following report for the year 1915:

The Commission is composed of the following:

William E. Jenney.....	Dentist	Jan. 1, 1915
Oliver M. Dial.....	Manufacturer	Jan. 1, 1915
Richard F. Daley (Secretary).....	Merchant	Jan. 1, 1915

Mr. Daley receives \$300 per annum for his services as secretary. The other Commissioners are not compensated.

The Commission held ten meetings during the year.

The number of persons in the Unclassified Service is given as 28, and the Classified Service is subdivided as follows: Exempt Class, 18; Competitive Class, 52; Non-Competitive Class, 19; Labor Class, 78.

Open competitive examinations were held as follows:

Position	Number passed	Number failed
City Clerk	1	0
Fireman	9	1
Assessor Clerk	1	0
Lamp and Gas Inspector.....	1	0
Sidewalk Inspector	1	0
Superintendent of Streets.....	1	0
Building Inspector	1	0

Notice of examination is posted in all public places and advertised in official paper.

All examinations are prepared and rated by the chief examiner.

All records of examinations and eligible lists are on file in the city clerk's office.

The Commission held two non-competitive examinations as follows: Sealer of weights and measures, gardener and janitor, City hospital.

Provisional examinations were held as follows: Assessor, lamp and gas inspector, fireman, sidewalk inspector, building inspector and superintendent of streets. Open competitive examinations were subsequently held and eligible lists established.

Laborers are registered in the street and water departments.

The Commission reports 10 appointments in the Exempt Class, 10 in the Competitive Class and 9 in the Non-Competitive Class.

There was one removal in the Exempt Class.

All pay rolls are certified by the secretary of the Commission after comparison with the official roster.

The Commission has a complete roster of the Classified and Unclassified Service, showing name, title of position, date of appointment and salary.

WILLIAM E. JENNEY,
OLIVER M. DIAL,
RICHARD F. DALEY, *Secretary*,
Municipal Civil Service Commission.

Mechanicville

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Mechanicville respectfully submits the following report for the year 1915:

The Commission is composed as follows:

Cornelius R. Sheffer.....	Pres. First Nat'l Bank...	Sept. 7, 1915
Andrew M. Ryan.....	Grocer	Sept. 7, 1915
Robert Frazier (Secretary).....	Lawyer	Sept. 7, 1915

Four meetings were held during the year.

The Commission reports 8 persons in the Exempt Class, 14 in the Competitive Class and 11 in the Labor Class.

Competitive examinations were held as follows:

Position	Number passed	Number failed
Clerk	1	0
Chief of Police.....	1	0
Inspector of Sanitation and Plumbing.....	3	0
Patrolman	3	1

Ten days' notice of time and place of receiving applications and holding competitive examinations is given by posting on bulletin board.

Examination papers are prepared and rated by the Commission, except for the position of inspector of sanitation and plumbing, which are sent to the chief examiner for rating. Applications, examination papers, ratings and eligible lists are in accessible files and open to inspection of appointing officers.

Laborers were registered and appointed as follows: Street cleaning department, 7; meter reader, 1; pumping station, 3.

Eight appointments are reported in the Exempt Class and 14 in the Competitive Class.

Pay rolls are certified by the secretary of the Commission after comparison with the official roster. Heretofore, certification in this respect was not carried out for the reason that some of the city officials did not understand the provision of the law.

The Commission has a complete roster of the city service, kept by card index system.

CORNELIUS R. SHEFFER,
ANDREW M. RYAN,
ROBERT FRAZIER, *Secretary*,
Municipal Civil Service Commission.

Middletown

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Middletown respectfully submits the following report for the year 1915:

Names, occupations and dates of appointment of Commissioners are as follows: Henry C. McBrair, dentist, January 2, 1913;

Russell M. Vernon, lawyer, January 2, 1913; Emil E. E. Raasch, merchant, January 2, 1913.

The Commissioners receive no compensation.

Alice M. Adams, appointed January 17, 1913, acts as secretary to the Commission at salary of \$100 per annum.

Seven meetings were held during the year 1915.

There are 106 persons in the Unclassified Service, exclusive of teachers.

The Classified Service is subdivided as follows: Exempt Class, 14; Competitive Class, 36.

Three competitive examinations were held for the position of sealer of weights and measures. In the first, 5 failed and none passed; in the second, 5 failed and none passed; in the third, 10 passed and 1 failed.

Notice of examinations is published in the official newspapers, on the bulletin board in the City Hall and in four or five conspicuous places in different parts of the city.

Papers are prepared and rated under the direction of the Municipal Civil Service Commission. The applications, examination answer papers, ratings and lists are filed, and, should the Commission so direct, are open to inspection.

There were 14 removals, 1 resignation and 14 appointments in the Competitive Class; 2 resignations are reported in the Exempt Class, also 2 appointments.

Pay rolls, except those for the commissioners of charities whose money comes from the county of Orange, and over which the local Commission has no jurisdiction, except in appointments from the Civil Service, are certified by the president and secretary of the Commission after comparison with the official roster.

The Commission has a complete list of the Classified and Unclassified Service, showing name, title of position, date of appointment and salary.

HENRY C. McBRAIR,
RUSSELL M. VERNON,
EMIL E. E. RAASCH,

Municipal Civil Service Commission.

ALICE M. ADAMS,
Secretary.

Mount Vernon

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Mount Vernon respectfully submits the following report for the year 1915:

The members of the Commission are as follows: William F. Gilroy, dentist, appointed November 22, 1909, \$500 per annum; John A. Cronin, lumber merchant, appointed November 22, 1909, \$500 per annum; Morgan L. Mercer, accountant, appointed November 22, 1909, \$500 per annum.

Joseph A. Carey is secretary to the Commission and receives a salary of \$500 per annum.

During the year forty-eight meetings were held.

There are 11 persons in the Exempt Class; 142 in the Competitive Class and 2 in the Non-Competitive Class.

Competitive examinations were held for the following positions:

Title of position	Number of applicants	Number passed
Clerk, City Clerk's Office.....	4	3
Chief Clerk, City Clerk's Office.....	3	3
Clerk, Building Department.....	4	3
Clerk, Comptroller's Office.....	4	4
Searcher, Corporation Counsel's Office.....	6	4
Fireman, Fire Department.....	19	10
	=====	=====

Notice of time and place of receiving applications and holding examinations is posted on door of Commission's office, also, by publication for ten days in local papers.

Papers are prepared and rated by the Commission, except for positions requiring technical knowledge, when same are prepared and examined by an expert.

One promotion was reported for the position of school janitor, after examination.

The payrolls are reviewed by the secretary and certified, after comparison with the official roster.

The Commission has a complete list of the Classified and Unclassified Service, giving name, title of position, date of appointment and salary.

WILLIAM F. GILROY,
JOHN A. CRONIN,
MORGAN L. MERCER,
Municipal Civil Service Commission.

JOSEPH A. CAREY,
Secretary.

Newburgh

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.— Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Newburgh respectfully submits the following report for the year 1915:

Names, occupations, dates of appointment and compensation of commissioners are as follows: Reuben H. Hilton, lawyer, January 2, 1912, \$75 per annum; Isaac Chapman, retired, January 2, 1912, \$75 per annum; David L. Kidd, insurance, December 16, 1912, \$75 per annum.

D. J. Coutant, city clerk, also acts as secretary to the Commission.

There are 63 persons in the Unclassified Service, and the Classified Service is subdivided as follows: Exempt, 6; Competitive, 46; Labor, 50.

Competitive examinations were held as follows:

Title of position	Number passed	Number failed
Patrolman, Police Force.....	15	6
Stenographer, Board of Health.....	12	1
Bookkeeper	5	1
Stenographer	4	3
Driver of Fire Horses.....	4	1

Notice of examination is given by posting upon bulletin board of City Hall at least ten days in advance. Papers are prepared and rated by the Commissioners, and are preserved in accessible files and open for inspection at all times.

Non-competitive examination was held for the position of chauffeur, fire department; one candidate, who was successful.

The Commission reports one appointment in the Non-Competitive Class; 7 appointments in the Competitive Class and 1 competitive resignation.

All payrolls are reviewed and certified by the secretary after comparison with the official roster.

The Commission has a complete list of all employees of the City giving names, titles of positions, date of appointment and compensation.

REUBEN H. HILTON,
ISAAC CHAPMAN,
DAVID L. KIDD,
Municipal Civil Service Commission.

New Rochelle

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of New Rochelle, N. Y., respectfully submits the following report for the year 1915:

The names, occupations, dates of appointment and compensation of the Commissioners are as follows: Irving L. Camp, sales agent, January 1, 1914, \$33 per month; Joseph H. DeVeau, auditor, January 1, 1914, \$33 per month; George E. Maxcy, salesman, January 1, 1914, \$33 per month.

The employees of the Commission are as follows: R. Condit Eddy, medical examiner, January 1, 1914, \$25 per month; John W. Linden, clerk and secretary, January 1, 1914, \$38 per month.

Thirty-nine meetings were held during the year.

There are twenty-five persons in the Unclassified Service.

The Classified Service is subdivided as follows: Exempt Class, 9; Competitive Class, 135; Non-Competitive Class, 2.

Competitive examinations held during the year were as follows:

Title of position	Number passed	Number failed
Fire Chief	3	0
Public Health Nurse.....	3	5
Poundmaster	1	0
Chauffeur	3	0
Sanitary Inspector	5	5

It is the opinion that lack of competition is as follows: Fire chief, limited to firemen of five years' experience; pound master, few persons in our city who understand this work; chauffeur, salary too small to induce applicants.

Notice of examination is given two weeks in advance by publication in official newspapers,—also by posting on bulletin board of city hall. All papers are prepared and rated by the Commissioners except where scientific knowledge is required, when the services of an expert are employed. Papers are preserved in accessible files and open to inspection.

Laborers are registered in accordance with the provision of the law. All laborers are required to pass physical examination by the medical examiner for which they are registered and certified to appointing power by the secretary of the Commission. The number registered is given as 458 and number appointed 96.

Eight appointments are reported to positions in the Competitive Class; 2 competitive removals, and 2 competitive resignations.

All payrolls are certified by the secretary of the Commission and signed by at least two of the Commissioners after comparison with official roster. The only employees of the city whose accounts for services are paid without certification by the Commission are the public school teachers.

The Public Library employees heretofore have been classified the same as school teachers, but the Commission recently adopted a resolution placing all positions in the Public Library in the Competitive Class, the Library Board have been notified, and examinations are to be held for same.

The Commission has a complete list of the employees of the City in the Classified and Unclassified Service.

IRVING L. CAMP,
JOSEPH H. DEVEAU,
GEORGE E. MAXCY,

Municipal Civil Service Commission.

JOHN W. LINDEN,
Secretary.

New York

To the State Civil Service Commission, Albany, N. Y.:

SIRS.—We have the honor to submit herewith the annual report of the Municipal Civil Service Commission of New York for the year ending December 31, 1915:

FORMULATION AND PUBLICATION OF NEW PHYSICAL STANDARDS

In its last annual report this Commission referred to four special problems in its work which were then under consideration. These were, first, the adoption of physical standards; second, the publication of a manual of information; third, a complete reclassification of the city service based upon the joint work of the Commission and the Bureau of Standards; fourth, improvements of the efficiency record system.

The Commission is glad to be able to report that during the past year not only have these large plans been almost completed but that the Commission has been able to continue as well its intensive work in improving the regular business of administering the Civil Service Law in this city.

The adoption and publication of proper physical standards was a large task, but it is now completed and the standards are printed and ready for distribution. In their preparation, the Commission has had in mind two main purposes, first, to exclude from the service candidates who at the time of examination are physically unfitted to perform the duties of the places they seek, and, second, to exclude those who because of some physical defect are likely to become a burden on the city either through lowered efficiency or physical or mental disability so complete as to warrant retirement on a pension at a prematurely early date. The work of preparing physical standards with these main points in mind has involved careful examination of the duties of all the positions in the city service in the Competitive and Labor Classes. In making this study the Commission has had the valuable assistance of the Bureau of Municipal Research, and it was upon their extended report that the standards as finally adopted were based. It was found practicable to divide the service into four groups for each of which certain general physical qualifications were applicable to all positions. Within each group the physical requirements vary in certain details for certain positions. Defects which

would automatically disqualify and defects which would disqualify, if disabling are clearly stated for each group. A general table of all the positions in the service, with the special requirements relating to each, is printed, together with the general requirements. The standards will serve as a guide not only to the medical examiners of the Commission but also to prospective candidates. It is confidently anticipated that the results of this work will be of the greatest value to the Commission and to the service as a whole. It should result in discouraging candidates from entering examinations when they are clearly disqualified under the standards. As a guide to the medical examiners it will make comparatively easy the rejection of the physically unfit and will also give assurance to candidates that all are treated alike. It is not practicable to set physical standards with such precision that the judgment of the medical examiners can be eliminated entirely, and the Commission recognizes that there will be cases in which the examiners will have to exercise their judgment. Nevertheless, the standards will serve as a very definite guide in by far the greater majority of cases. The elimination of candidates in physical tests takes a comparatively short time, and is relatively inexpensive. Such elimination has already cut down the number of written papers to be rated by the examiners, thus reducing the length of time required to establish eligible lists and cutting down the net expense of conducting examinations. During the past year, the Commission has required physical examinations of candidates for all positions in the competitive class; 22,524 candidates were examined, 7,639 or more than one-third of whom were rejected. The saving to the city in the final cost of these examinations is material when it is considered that in previous years practically all of these candidates would have entered the mental examination and their papers would have had to have been rated. There can be no doubt but that the elimination of the physically unfit from entrance into the city service will result in increased efficiency. There is no more reason for the city service to accept those who are so physically handicapped that they cannot render the best service than for a railroad to accept an engineer whose defective eyesight would render him a menace to life and property. We believe the New York City Commission is the only

Commission which has yet adopted such far-reaching plans of physical examination. It is to be expected that the physical requirements will be amended in some particulars as experience indicates the necessity therefor. On the other hand, the standards are the result of experience and study and will, we believe, commend themselves to the public.

THE NEW MANUAL

Early in the year the Commission published a manual in simple, clear language, giving information to the public covering matters upon which the public most commonly asks questions. The manual is intended primarily for the use of candidates or prospective candidates. It describes briefly the chief functions of the Commission, the general classification of the service, methods of applying for examination, how examination papers are rated, how the identity of candidates is concealed, etc. Special emphasis is laid on matters where candidates most frequently make mistakes. The object of the manual has been not only to aid candidates by advice, but also to clear away, as far as possible, the mystery which to so many people surrounds the work and methods of the Civil Service Commission. The book has been in great demand and the Commission is satisfied that its value has been fully shown. In the next edition it is hoped that more information may be incorporated covering other points which should be made clear both to the public and city officials. That the enforcement of the provisions of the Civil Service Law and Rules must in some respects be a technical and complicated affair appears to be unavoidable. This Commission, however, believes in simplifying the procedure so far as is practicable and in giving to the public the fullest information possible so that there shall be no feeling in the public mind that the complications of civil service administration hide some great mystery that benefits the initiated alone. Such a feeling breeds distrust which is hard to overcome. Publicity and the freest explanation of questions connected with the enforcement of the Civil Service Law is the only antidote. It is the policy of this Commission to apply that antidote to the full. The next edition of the manual will, therefore, be in the nature of a text-book on civil service administration in New York City.

It will cover fully, but in non-technical language easily understood by the layman, those points in the enforcement of the law and rules in which the public and city employees are most interested. The text-book will thus include, among other things, a description of the functions of the Commission; procedure from the time application for examination is made through all the various stages of an employee's course in the service; opportunities which the service offers; the physical standards; the classification, etc. It should be of important educational value not only as to the operation of the Civil Service Law and Rules but as to opportunities in the public service of the city.

IMPROVED EFFICIENCY RECORDS

The most difficult problem which the Commission has worked on has been the installation of a proper system of efficiency records. It is safe to say that there is no more complex question in the Commission's work. Many commissions, here and elsewhere, have given the matter the most painstaking study and experimentation, but the field to-day may be said to be almost unplowed, or at least sadly unproductive in satisfying results. It is impossible to apply one standard or method to the rating of all employees in all classes of work. The relative values of factors which determine the efficiency of one group with reference to their actual duties and their future possibilities differ materially from the relative values of the same factors for other classes of employees. In some cases the factors applicable to one class are in no wise applicable to another. If the records are to be guarded against favoritism some fact basis must be found so that the rating of employees shall not depend upon the whim or careless judgment of the superior officer or departmental head. And yet a complete fact basis for any line of work which will at the same time serve as a fair ground for judging the value of services rendered as well as fitness for advancement is almost, if not quite, impossible of discovery. Even if discovered it is apparently practically impossible of full enforcement. The keeping of records takes time and is troublesome. The work is irksome to responsible officials who cannot always see its value, with the result that co-operation has been at the best spasmodic or half-hearted. These are but a

few of the difficulties which meet anyone who attempts to develop a sound efficiency or service record even for a small service. For a service the size of that of New York City, with 35,000 competitive employees, representing almost every conceivable activity, the problem is enormous.

The Commission is approaching the question conservatively and with painstaking study. In July of 1914, as stated in the last report, the form of efficiency reports was revised; effort was made to guide departmental boards of promotions in rating employees, and a board of review was established which was intended to be a clearing house of information and a body to which employees might appeal if they felt unjustly treated. The revised system, it is frankly admitted, is still unsatisfactory. It is, however, an improvement on the old method under which promotion boards rarely, if ever, exercised careful discrimination in rating employees. The board of review, in meeting department heads, has explained and discussed the principles of the present system and secured better co-operation in some instances at least. Recently, the Commission has written the heads of several departments suggesting that they permit a representative of the Commission to be present at the next meeting of their promotion boards and that employees be given reasonable access to their efficiency ratings. The first suggestion is made with the thought that a representative of the Commission, who is thoroughly acquainted with the methods that should be followed in rating employees under the present system sitting with a board of promotions, could make helpful suggestions so that the efficiency records as first prepared would be fair and equitable. Through such co-operation the Commission will receive the benefit of suggestions by superior officers directed toward correcting the faults or weaknesses in the present system and overcoming the difficulties which superior officers have in preparing the present records. The Commission believes that employees should be given every reasonable opportunity to see their efficiency ratings. Such publicity would result in increasing the confidence of employees in their efficiency records which count so much in their promotion examinations. The board of review referred to above can always be appealed to if the employee feels that he has not received a fair rating from his superior officer.

During the last year, a few appeals have been made to the board of review, and, after a full hearing before the board, at which a representative of the department was present, fair and amicable adjustments have been reached. The Commission realizes that a system which encourages appeals to an independent board must be managed with great care or an unfortunate condition of distrust and dispute will be stirred up throughout the city service. This condition has been easily avoided during the last year and a half, and the Commission believes that such a system can be put into operation without harmful results. It is certainly necessary that employees believe their efficiency ratings to be fair. Such a belief cannot be engendered unless free access is granted to the efficiency records, and, we believe, unless an employee feels that there is some impartial board to which he may appeal for reconsideration of his rating.

PROPOSED IMPROVEMENTS OF EFFICIENCY AND SERVICE RECORDS

This much has been done toward improving the present system. The Commission, however, is of the opinion that the present system should be radically revised. Its revision has been an object of study throughout the year, and with the co-operation of the bureau of municipal research, the Commission has recently published a new plan of service records which will go into operation on January 1st in the department of health, the department of bridges, the law department and the Municipal Civil Service Commission. Under the proposed new plan, certain records which all departments are required to keep for financial purposes will be used in determining in part the efficiency rating of employees. This is for the purpose of providing some fact basis upon which to support the ratings of the employees. These records cover such factors as attendance and punctuality of employees and the quantity of work performed. Other factors are to be taken into consideration. The latter cannot be determined entirely upon a basis of facts of record. The judgment of the superior officer will play some part, although so far as possible fact records are suggested or will be developed as experience shows their possibilities.

In general, the service is divided into three parts: First, positions, the duties of which are performed wholly or almost wholly

independently or under supervision; second, positions, the duties of which are partly supervisory and administrative and partly performed independently or under supervision; and, third, positions, the duties of which are wholly or almost wholly supervisory and administrative. For the first class of positions a large part of the rating of employees can be made upon a fact basis. This is less true of the second class where duties are partly supervisory and partly subordinate, and is true only to a slight degree of positions in the third class, the duties of which are almost entirely supervisory. Provision is made under the proposed new scheme for the rating of employees on a mathematical basis, *i. e.*, the relative efficiency of employees will be expressed in percentages rather than in letters as at present. It is not suggested that these relative ratings can be finely drawn in percentages. They can, however, be indicated arithmetically with a fair degree of accuracy, and the substitution of percentages for the present letter system will give greater opportunity for discrimination.

In the experimental installation of the proposed new system, the Commission intends to make a new departure through the assignment of some of its examiners to efficiency record work for part of their time. During the last year, the Commission has endeavored to assign examiners to certain departments in order that they might become specialists in the functions and work of the departments to which they were thus assigned. The object has been to have in the Civil Service Commission examiners specially qualified to prepare both open competitive and promotion examinations to meet the particular needs of the various departments. With the partial assignment of examiners to efficiency record work this specialization will be developed to a finer degree still. The installation and maintenance of the proposed efficiency record system will require careful study of the duties of all competitive employees and a complete familiarity with the actual work performed by city employees. It will be necessary in each of the departments in which the new system is installed to determine into which of the three classes each individual falls by reason of the nature of his work. Such determination requires painstaking investigation, not only of the individual employee's work but of his place in the

department, and his relations to the functions of the various bureaus of the department and the functions of the department itself. It will thus be seen that the utilization of examiners in efficiency record work will ultimately place at the disposal of the Commission a fund of detailed information about the city service which is absolutely essential to success in preparing examinations and which the Commission has never had. The Commission will go slowly in extending the proposed new system. It does not pretend that the suggested system is perfect, but frankly recognizes that it is an experiment looking toward the solution of a very complex and difficult problem and that, as time goes on with experience, material modifications of the proposed plan may be necessary. It may be a long time before even a moderately satisfactory system of service records is developed, but the time and energy needed for such development will be more than repaid, and if the Commission can solve this problem or point a way to its solution, which future Commissions may follow, a large achievement will have been effected.

EFFICIENCY RECORDS IN THE POLICE AND FIRE DEPARTMENTS

In this connection attention is called to improvements in the records of members of the uniformed force in the police and fire departments. In the past these records have considered practically nothing except rewards or punishments based upon acts involving personal risk or upon violations of the departmental rules and regulations. That such a method of rating members of the uniformed force is unfair has long been recognized. It does not give an opportunity of crediting firemen or policemen with faithful service and display of intelligent initiative in their daily work. Instead it places a premium upon the more or less accidental acts of bravery or upon punishment for infractions of the rules and regulations which might be avoided if policemen or firemen refused to take a chance of violating a rule or regulation by neglecting to perform some part of his duty. With this in mind, a conference was held with the Police Commissioner and a committee of the uniformed force to the end that credit might be given in promotion examinations for excellent police duty irrespective of personal risk. As a result of such conference, the rules of the

department governing awards were amended and a new rule added. A detailed method of procedure was formulated in order to insure as far as possible that such awards would be based solely upon merit. These awards will be given weight in promotion examinations. In this way, members of the uniformed force will be rewarded for superior efficiency in the performance of police duty and will be encouraged to study departmental needs and offer suggestions for departmental improvements.

In the fire department, the fire commissioner put into operation in July of this year a new system of service records for members of the uniformed force. Under this system, periodical reports of the service of each member of the uniformed force will be prepared by his superior officer and submitted to the board of merit for approval. The new system contemplates crediting firemen not merely for acts of personal bravery but for consistently conscientious, effective work while on duty. The plan has been in operation in the fire department for six months. It will be given a thorough trial and the records kept for the last six months of 1915 may be considered in future promotion examinations if the system appears so far to have worked satisfactorily.

EXTENSION OF THE COMPETITIVE SYSTEM

The work of the Commission naturally centers in the Examination Division. Upon the success or failure of the Commission to obtain men or women of the calibre required to meet departmental needs depends, in no small degree, the success or failure of departments to perform their work efficiently and economically or even at all. The responsibility that rests on the Commission is heavy, even if the competitive principle is carried no higher than to positions of the most subordinate or routine character. When competition is carried to subordinate positions of the highest administrative scope, the Commission assumes a grave duty, whose performance involves not only the reputation of the entire merit system, which the Commission is in duty bound to uphold, but the reputation as well of the city officials who must use the agents which the Commission provides.

This responsibility this Commission has assumed. It has been our belief that not only the requirements of the Constitution and

of the Civil Service Law, but the interests of sound administration of public business leave comparatively few positions in the city service in which it can be demonstrated that competition is impracticable. We do not take the term "impracticable" in its narrowest meaning. It is, of course, "practicable" in a certain sense to frame examinations of one type or another through which the qualifications of candidates for almost any public office can fairly well be ascertained. Under present conditions, however, there are undoubtedly places appointment to which should be left where it now lies without the restrictions of competitive tests. Broadly speaking, these places are only those of a policy determining nature to which by a division of work and responsibility, elective officials and their responsible commissioners should have the entire authority and duty of selecting appointees. Any other system would be rightly regarded as undemocratic under our present organization of the city government. It is to these officials that the people look for proper administration of the community's business and the full responsibility therefor should, it is freely recognized, be centralized so that the public may know whom to hold responsible. This is a field upon which this Commission does not believe that either the Constitution, the Civil Service Law or wise policy permits it to encroach. Under the present classification, however, there is no doubt in our opinion but that many positions are now exempt which are not in the slightest degree of a policy determining nature and which should be placed in the Competitive Class if the interests of the taxpayer are to be best conserved. During the last two years the Commission has been asked to add some positions to the Exempt Class, several of them of a higher administrative and executive order than have ever been filled through competition at least in New York City. Some of these positions are exempt by law, but, in a great majority, the Commission under the law has had discretion to determine whether competition was or was not practicable. With few exceptions, the Commission has denied the requests for exemptions of the latter class and with few exceptions the positions thus made competitive have been successfully filled as the result of the Commission's open competitive or promotion examinations.

IMPORTANT EXAMINATIONS OF THE YEAR

In this connection, the Commission is glad to record the fact that the requests for exemptions have been comparatively few. This has been notably true in the course of the reorganization of the Department of Health, where, although several new and important bureaus were established, the Commissioner of Health in no case suggested exemption. During the year 1915, the Commission, for the first time in at least nine years, has not found it necessary in a single case to waive the requirement of competition to a competitive position in order to permit the permanent employment of a candidate nominated by a department head. On the contrary, throughout the year, the Commission has succeeded in establishing eligible lists for such important administrative positions as Superintendent of the Municipal Lodging House; Superintendent of the Employment Agency; Director of the Bureau of Food Inspections, Department of Health, Director of the Bureau of Social Investigations, Department of Public Charities; Secretary on Recreation for the Committee on Social Welfare; Assistant Director of the Bureau of Standards; and Superintendent of the New York City Children's Hospitals and Schools, Randalls Island.

The results of these examinations have justified the policy of the Commission in assuming the heavy responsibility to which reference has already been made. The examinations themselves have been of the most advanced, practical type. In some cases, the Commission has again resorted to the nonassembled test which, as explained in the last annual report, was used in the New York City service for the first time in 1914. Such an examination was tried in the selection of the Superintendent of the New York City Children's Hospitals and Schools, Randalls Island. In this case, the Commission had to meet a peculiarly difficult problem due to the desire and plans of the Commissioner of Public Charities to reorganize the entire management of the Randalls Island Home, so as to bring its conduct up to modern ideas of caring for the feeble-minded inmates of such an institution. This field of development in public charitable work is comparatively new, the number of qualified candidates not large and the selection of persons qualified to conduct such a test proportionately difficult.

The Commission was finally successful in securing the assistance of Dr. Walter E. Fernald, Superintendent of the Massachusetts State Institute for the Feeble-Minded of Waverly, Mass., and recognized as a pioneer and leader in the modern ideas in the care of feeble-minded children. Through his invaluable and hearty co-operation, the plan of examination was developed so as finally to meet with the hearty approval of the Commissioner of Public Charities. The examination was thrown open to the entire country. Candidates were required to submit a detailed account of their experience which, under the terms of the advertisement, included the possession of a medical degree and experience in the management of child-caring institutions.

Of the 34 candidates who applied, but 16 met the experience requirements. The mental test consisted of a thesis covering the following subjects:

A—Discuss feeble mindedness in children. Candidates will consider the following points: Causes, varieties and types, pathology, psychology, care, treatment, training and prognosis.

B — Formulate a detailed plan for the arrangement, construction and organization of an institution with a population of 2,000, caring for all classes of the feeble minded. This should be accompanied by rough sketches of the floor plans of some of the most important buildings.

Candidates were not assembled for the writing of this report, but were allowed ten days in which to prepare and submit their theses, preparation being made at their own homes after consultation with any authorities that they chose. In submitting their reports, candidates were required to state under oath that the composition was entirely their own and that they had given full credit by quotation marks and references to authorities for any quoted matter. This second stage in the examination eliminated all but ten and those who successfully passed were summoned for an oral test held at the office of the Commission. The oral examination was intended, as in all nonassembled tests, first, to get at the personal qualifications of candidates for such an

administrative position and, second, to check by skillful questioning the actual knowledge of the candidates as indicated in their written reports so as to assure the Commission that the candidates were the actual authors of their reports and that their preparation was not merely drawn from standard books of reference. The result of the entire examination was the establishment of the eligible list containing seven names at the head of which stands Dr. George L. Wallace, recognized as, next to Dr. Fernald, probably the best qualified man who could be secured for the superintendency. From 1898 to 1907 he was First Assistant Physician at the Massachusetts School for the Feeble Minded at Waltham and, during his service, that institution enlarged from a capacity for 600 inmates to a capacity for 1,250 inmates. Since 1907 he has been Superintendent of the Wrentham State School, a new institution for feeble minded in Massachusetts. The institution began as a camp with seven boys and has been developed under Dr. Wallace's supervision to an institution with 700 inmates and with buildings practically completed which will furnish accommodation for a total of 1,100 inmates.

The Commission's successful efforts in the extension of the competitive principle to such high positions as those described above has amply justified its policy as to the classification of positions in the city service.

THE DEVELOPMENT OF PRACTICAL EXAMINATION METHODS

The practical character of modern civil service examinations is not, we believe, fully appreciated. The idea still lingers in the public mind that a civil service test is an academic affair which has little relation to the actual qualifications of candidates but which is primarily intended to discover their "book-learning." The fallacy seems peculiarly hard to explode. The fact, for example, that the candidates for the position of Fireman in the New York City Fire Department are required to take a mental examination appeals to the uninitiated as a ludicrous waste of time. Such an opinion of this examination or of almost any civil service examination conducted along modern lines is due either to an insurmountable prejudice or to lack of information as to the precise scope of the tests. In the case of Fireman, for example, it is apparently forgotten that the entire uniformed force,

from the lowest grade to the position of Chief of the Department, is recruited from among those who take this mental examination in order to secure the privilege of fighting fires. It overlooks, too, the fact that the mental examination is not in itself difficult but is intended to secure young men of fair intelligence who will have some understanding of the duties of their position and the work of their department and who can comprehend and remember orders given by their superior officers. It also overlooks the fact that the mental examination counts but 50 per cent of the final average rating and that the Commission recognizes that 50 per cent of the qualifications required of a candidate for Fireman is his physical ability to hold his job. During the last year, the Commission has had to conduct an examination for Fireman for which it received over 7,000 applications. The physical examination occupied the time of the Commission's medical examiners for nearly two months. It is recognized as being, together with the physical examination for Patrolman, perhaps the most difficult test of its kind conducted for any line of work. It is competitive in its character and the men who have succeeded in securing a passing mark of even 70 per cent are young men in the prime of physical health. Its competitive character not only eliminates those who do not come up to a certain standard, but also helps to place at the head of the list and thus to infuse into the department from the first, men whose physical condition is nearly perfect.

The extension of physical qualifying examinations of a non-competitive character to all positions in the city service which has already been described, adds another practical feature to the present methods of qualifying candidates for the public service and adds a merit to the merit system of which private employers seldom think.

Practical tests in which candidates are required to demonstrate their ability by doing things they will be called upon to do if they are appointed have been considerably extended. During the year practical tests have been used for the first time in examinations for Inspector of Blasting, Inspector of Weights and Measures, and Swimming Instructor. In addition, such tests have been given for Electrician, Stationary Engineer, Psychologist, Engineer of

Steamer, Playground Attendant, and Inspector of Fire Alarm Boxes. The method and scope of these examinations are interesting and forcibly demonstrate the fact that if a Civil Service Commission gives proper thought and study to its work the city may secure its help in a far more scientific and thorough manner than private business corporations ever employ.

In the examination for Inspector of Blasting, for example, candidates were given the practical test 50 feet below the street level in the new excavation for the Lexington Avenue subway. They were required to show their familiarity with the character of the rock, the use of tools, loading, tamping, pointing holes under various conditions and the like. They were also tested in the handling of explosives and the proper methods of firing blasts and in electrical firing, wiring, etc. They were, in other words, actually called upon to do the work which an Inspector of Blasting would have to do in his regular routine.

In the examination for Inspector of Weights and Measures, the practical test was given in the Laboratory of the Bureau of Weights and Measures. Defective scales of various kinds were placed before the candidates and they were required to find the fault in each of the scales. They were also called upon to test the capacity of various measures used in different trades.

The practical examination for Swimming Instructor was held in one of the public baths. Candidates were required to show their teaching ability and their personal proficiency in such matters as the various styles of swimming, diving, swimming under water, methods of life saving, etc. That is to say, these candidates were actually required to teach a person how to swim and themselves to swim and dive in various styles, to swim under water and to show how they would rescue a person who was in danger of drowning.

INVESTIGATION OF RECORD AND MORAL FITNESS

The public is also largely unaware of the extreme care which is taken by at least the New York City Commission in guarding against the appointment of the morally unfit to the public service. There is perhaps no more interesting feature of the examining

work of the Commission than the work of its Bureau of Character Investigation. This work is an essential supplement to the experience examination and mental test. Manifestly, it is imperative that the accuracy of the statements of candidates as to their past experience should be carefully checked. Otherwise, the rating which they receive may be relatively unfair because of their exaggerated statements of what they have done. In addition, however, this Commission is not unmindful of its responsibility in seeing to it that persons who receive permanent appointments as the result of its examinations shall be persons with good records and satisfactory moral qualifications. Such personal characteristics, naturally, cannot be determined as the result of a mental examination or even of an oral examination. It is the business of the Bureau of Character Investigation to search with the utmost care all facts as to the record of each and every candidate for positions in the Competitive Class and particularly for those positions which involve responsibility and trust in the honesty and integrity of the employee. The bureau originated in 1911 as the result of the abolition of the Bureau of Character Investigation in the Police Department. For the first two years and a half of its existence its work was centralized only on candidates for appointment to the uniformed forces of the Police and Fire Departments and to a few other positions in the inspectional service, where the integrity of candidates was clearly most important. During the last two years the Commission has extended the activities of this bureau to cover every position in the Competitive Class and certain positions in the Labor Class, where it has seemed essential to make sure that the experience claimed by candidates for labor class positions was substantially true. During the year 1915, the bureau has rendered reports to the Commission in 3,638 cases, including positions of varying importance all the way from First Grade Clerk to Patrolman and Fireman. Its investigations are carried on with painstaking care and enter into practically every important fact of a candidate's life from his early years up to the date of the investigation itself. The investigations are begun upon the basis of the candidate's statements in his application blank or in his experience paper as to his date of birth, education, employment, records of arrest or other misconduct, and the like.

Beginning with these statements of the candidates, not infrequently the investigators discover incidents in the candidate's career to which no direct reference is made by the candidate himself and which, under methods in vogue in previous years, would never have been discovered. In no case is a candidate who has been reported upon unfavorably by the character investigating bureau disqualified upon an eligible list without a full and clear opportunity to explain all the facts in his record to the Commission itself. In other words, the report of the investigating bureau in any case is a report of facts upon which the Commission finally renders judgment. These hearings of candidates occupy a large part of the time of the meetings of the Commission each week. The time spent, however, is fully justified by the results. We are not aware of any other civil service commission which has as well organized a system of character investigation as is followed in the New York City service. Such a system is a protection against fraud upon the city and is an assurance stronger than most private employers have against the employment of individuals whose records are such as to make their employment seriously dangerous to efficient service or to entrustment with serious responsibility.

ADVERTISING METHODS AND SAVINGS

This Commission has regarded the recruiting of candidates for its examinations as one of its most important duties. This work must be so planned as to secure the best qualified candidates and discourage manifestly unqualified candidates from making application, at a minimum cost. Last year a marked reduction was made in the cost of advertising in the press by the adoption of business-like advertising methods. As a result of this work, the average cost of advertising for each examination was reduced from \$409.78 in 1913 to \$98.67 in 1914. This year this average cost has been reduced still lower, viz: to \$80.32. Striking economies were effected in several cases. For example: In 1912, the Commission advertised an examination for Fireman at a total cost of \$1,003.29, securing 4,810 applicants. This year the total cost for advertising the examination for Fireman was only \$93.44 and the Commission secured 7,028 applicants. In 1913 the cost of

advertising the examination for Playground and Gymnasium Attendant was \$704.20. In 1915, the cost was \$115.20. Four hundred and forty-nine applications were filed for this examination in 1913 as compared with 1,132 applications filed in 1915. The total number of applications filed has, however, decreased, although sixty more open competitive examinations were held than in 1914. This, however, has been due to several facts. Many of the examinations in 1915 have been for important positions or for highly technical positions. Furthermore, the methods used by the Commission have been such as to recruit applicants largely from those who were really qualified to compete. This has been brought about by placing advertisements in newspapers or trade or scientific journals which would come to the attention of professional men and women or men and women specially trained in certain lines of work.

The advertising in the press and in trade or scientific journals has been supplemented by securing the co-operation of educational institutions, social and civic associations and associations or business houses and the like devoted to some specialized trade or profession. A mailing list has been maintained and advertisements have been sent to those appearing on the mailing list, together with a letter asking co-operation in bringing the attention of qualified persons to the notice. As the result of this work a number of colleges and other institutions have posted these advertisements on their bulletin board. Many have shown a great deal of interest in the Commission's examinations and have made a personal effort to induce qualified candidates to apply. In order to gain greater publicity for advertisements sent to those on the mailing list, an attractive poster has been devised and distributed to those institutions which donate space on their bulletin boards to the city's use.

PROVISIONAL EMPLOYMENTS

The efficient and faithful efforts of the staff of the examining division have been most gratifying. The efforts of the division, however, have not been confined solely to the preparation and conduct of either these unusual examinations or the ordinary tests which the Commission is required to hold from year to year.

In some respects, the administrative methods of the division have been for years antiquated and ineffective. In no particular was this more clearly shown than in the great length of time required for many years to establish eligible lists. Up to May of this year, there had been on the statute books an unenforceable provision that, when the Commission permitted the head of a department to make a provisional appointment pending the establishment of an eligible list, the eligible list must be promulgated within sixty days of such appointment. At its last session, the Legislature amended this provision by extending the term of provisional employment from two to four months. This extension was based upon the experience both of the Municipal Civil Service Commission and the State Civil Service Commission. Prior thereto, rarely, if ever, had any municipal commission for several years established eligible lists under such conditions within less than six months. In order to meet the requirements of the new law, it was necessary for this Commission, therefore, to reduce the length of time by one-third. Prior to the amendment of the law, as explained in the last report, the Commission had instituted a method whereby, for the first time, the progress of all examinations was systematically checked. The object of the change was to enable the examining division to be advised at all times of the exact status of all examinations and, wherever necessary, to give precedence to those examinations involving provisional employees whose terms of service were near expiration. The system worked admirably. Because of congestion in the examination division in the beginning of the year 1915, it was not possible to clear the decks immediately. By persistent effort and careful planning, however, the Commission was able in September to announce that, for the first time in many years, not a single provisional employee was serving illegally. In other words, the Commission had wiped the slate of provisional employments clean. The Commission believes that there is no reason why this record should not be maintained in the future.

DIFFICULTIES DUE TO INADEQUATE PAY

There are, it is true, certain positions with which all Municipal Civil Service Commissions have had chronic difficulty. Conspicuous among these are the positions of alienist in city institutions;

pathologist and pathologist-bacteriologist in laboratories and chemist in laboratories. The great difficulty in these instances has been the lack of sufficient compensation to attract qualified candidates. Examination after examination has been held, resulting either in no list or in the establishment of such an unsatisfactory list that those appointed had to be dropped and the Commission called upon to hold a new examination. The work of the institutions in these respects was vitally important and provisional appointments naturally followed. In many cases, the provisional appointees were not satisfactory to the heads of departments, through no fault of the appointing officers who had to make the best of a bad situation. The responsibility for these conditions and for the failure of the Commission to meet the needs of the departments rests neither with the department heads nor with the Commission. The conditions are primarily due, as already stated, to failure on the part of the proper authorities to provide a compensation for these scientific positions which would attract men of the right calibre. It is also true that there are qualified chemists, pathologists and alienists who are willing to accept employment in city institutions for a comparatively short period in order to gain experience and that, as a result, frequent changes are found. Primarily, however, the Commission is convinced that an increase in compensation commensurate with the experience and qualifications necessary for such positions will have to be recognized by appropriating authorities if the city is to secure the services to which it is entitled. The Commission has brought the situation to the attention of department heads and to the Bureau of Standards of the Board of Estimate and Apportionment. The Bureau of Standards has itself suggested higher compensation for these places, although the suggestions have not been adopted. In the meantime, the Commission is required to enforce a provision of the law which, in these cases, has been unenforceable. If conditions continue as they are, the Commission has but two alternatives: Either to continue holding examinations and permit violations of the Law by the prolonged employment of provisionals beyond the four months' period or to give up all attempt to establish eligible lists through competitive

examinations and place these positions either in the Non-competitive or Exempt Class. The first alternative is one which the Commission cannot and will not follow in the future. The second alternative would, the Commission believes, bring about unfortunate results. It would not help the departments concerned in securing qualified employees and might easily result in the appointment of extremely poorly qualified employees or even those not qualified at all. This question is one which the Commission sincerely hopes will receive the careful consideration of the Board of Estimate and Apportionment and the Board of Aldermen.

FREDERICK G. IRELAND

With deep regret, the Commission is forced to record the death on December 28th of Mr. F. G. Ireland, Chief Examiner of the Commission for over twenty years and one of the most valued and loyal public servants of this city. Mr. Ireland, a graduate of Harvard University, entered the service of the city November 13, 1895, as the Commission's Chief Examiner, at a time when the principles of civil service reform were still derided and attacked by political enemies of the merit system. He was one of the staunchest supporters of the Civil Service Law. His sterling character, unswerving honesty and broad culture brought to the Commission a bulwark against political favoritism and dishonesty which was impregnable and an assurance of high standards of public office which was then almost unique. His career saw the development of the competitive system from the elementary examinations of the early days to the advanced, scientific methods of to-day. In all his words and deeds he showed only loyalty and fidelity to the trust reposed in him.

THE CORRECTION OF IMPROPER ASSIGNMENTS

An extremely important responsibility vested in the Commission by an amendment to the Civil Service Law, adopted early in 1914, has been the correction of improper assignments of employees to duties inappropriate to their respective titles. As stated in the last report, this matter of improper assignments is one

of much difficulty because of the work involved in clearly delimiting the duties proper to the numerous titles in the municipal service. During the past year, effort has been made to systematize the work of correcting improper assignments by the adoption by the Commission of clear definitions of the duties appropriate to the various classes of city employees. In this policy, the Commission has endeavored, so far as is practicable, to adopt definitions which would correspond to the definitions of duties adopted by the Bureau of Standards in its preparation of specifications for the use of the Board of Estimate and Apportionment. The full accomplishment of this plan has not been possible in many instances either because the Bureau of Standards did not provide for titles now existing in the Civil Service Classification or because the Bureau itself had not finally determined upon such definitions. Nevertheless, the Commission has prosecuted this part of its work with great care, with full compliance with the provisions of the Civil Service Law, and at the same time with due regard to the difficulties encountered by administrative officers in complying with the substantial requirements of the law. It has been the policy of the Commission to allow department heads a reasonable length of time to secure the necessary budget changes to permit the employment of individuals under proper titles. Recognizing that there is not infrequently room for reasonable men to differ as to the limitations of work under which an employee with a certain title might be assigned, the Commission before taking any drastic action has given the departments a copy of the report made by its investigators, a fair chance to explain the position of the department concerned and the fullest opportunity for such discussion as would result in an amicable adjustment of all differences. Several cases have been referred to the Bureau of Standards in order that the Bureau and the Commission might have a definite agreement as to what should be the proper title covering certain kinds of employment in the service. The Commission is glad to acknowledge the co-operation of departments in reaching an adjustment of the many different and at times annoying problems which have arisen as the results of the attempts to correct improper assignments or to come to an agreement as to the propriety or impropriety of an assignment in any

particular case. Departments have honestly differed with the Commission in its views, and when such differences have arisen have been more than willing to meet the Commission half-way in coming to an agreement. In many cases the departments have frankly agreed with the position of the Commission, pointing out, what was a well-known fact, that the assignments had continued for many years.

INHERITED EVILS REMEDIED — JANITOR ENGINEERS AND HOSPITAL HELPERS

Two especially important and complicated situations have been adjusted during the past year. The first was the correction of the assignments of several Janitors of public school buildings in the Department of Education to perform the work of Janitor-Engineers. The distinction between the two positions is a distinction between a position requiring only the care of a small school building with an ordinary heating plant and the care of a larger school building with a high pressure steam-heating plant and the management of a considerable force of janitorial assistants, cleaners and the like. A study of the assignment of Janitors in the public schools showed that in a very considerable number of cases schools with high pressure steam-heating plants were in charge of persons who had never qualified for any other work than that of the ordinary janitor. In many cases such assignments began long prior to consolidation and at the time when the title of Janitor-Engineer did not exist and no distinction was made between an ordinary Janitor and a Janitor-Engineer. In many of these cases, however, the evidence showed that the Janitors had been performing the work of Janitor-Engineers with entire satisfaction and that, furthermore, they had the necessary license required by the Police Department for the operation of a high-pressure steam-heating plant. The primary difficulty which confronted the Commission in this instance, as in several others, was an adjustment of this situation which would not work injustice to the Janitors who had been employed for a long period and who were manifestly well qualified and that at the same time would assure not only a complete compliance with the requirements of the Civil Service Law but also a guarantee that the public schools

would not be in charge of persons who were not qualified to do their work efficiently and satisfactorily. After a thorough study of all the conditions the Commission first decided that Janitors assigned as Janitor-Engineers who had been appointed prior to consolidation and who had been actually engaged in doing work appropriate to the title of Janitor-Engineer since approximately 1898 and who had the necessary license required by the Police Department should be allowed a change of title from Janitor to Janitor-Engineer without further examination, in view of the fact that the title of Janitor-Engineer was not in existence at the time of their appointment and in view of the work to which the Janitors had actually been assigned. In the other instances, however, the Commission held a competitive promotion examination limited to the Janitors who had been assigned to Janitor-Engineering work. This examination consisted, first, of a practical test, and, second, of a mental test based on the duties of the position. Agreement was reached with the Board of Education under which, after the promulgation of the promotion list resulting from this examination, the assignment of Janitors to the position of Janitor-Engineer would be terminated and in the future no Janitor would be assigned to the care of school buildings, where it was agreed both by the Board of Education and the Civil Service Commission that it was necessary to employ Janitor-Engineers. The eligible list was established a short time ago and practically all of the improper assignments of Janitors have now been corrected by the assignment of Janitor-Engineers. In a few cases the adjustment resulted in the dropping of men who had long served as Janitor-Engineers to school buildings. Such cases, however, are the exception and are fully compensated by the correction of an ancient abuse and by the agreement between the Board of Education and the Commission, reached without ill-feeling, that in the future school buildings will be cared for by properly qualified employees.

The other broad question of assignments referred to above concerns the employment of hospital helpers in charitable institutions and hospitals under the jurisdiction of the city government. This subject was referred to in the last report of the Commission where it was pointed out that the hospital helpers had been assigned to

the duties of clerks, stenographers, telephone operators and the like. These assignments occurred not only in the institutions themselves, but also had been made to employments in the central offices of the departments, particularly the Department of Public Charities. The evil lay in the fact that hospital helpers thus assigned were non-competitive employees selected without any particular reference to their qualifications to perform clerical work or work of a similar character. The duties in the great majority of cases in institutions are covered by the title of Hospital Clerk. In instances of assignments outside of institutions the work fell under the title of Clerk or Stenographer. In the Department of Public Charities there were approximately 60 assignments of hospital helpers outside of institutions. These assignments were adjusted on September 1, after a careful study and negotiations with the Department and the Board of Estimate and Apportionment. The budget of the Department was modified so as to permit of the employment of persons under the regular title of Clerk or Stenographer as the case required. In 12 cases it was found that the hospital helpers had been assigned to the work of receiving and investigating; by interview, applications for charitable relief. In these cases, the Commission and the Bureau of Standards, together with the Department, agreed upon the adoption of the title of Charity Application Investigator, provision for which has been made and for which an open competitive examination will be held. In the other cases of assignments in the central offices, correction was made by the appointment from the proper eligible lists of Clerks or Stenographers. Within the institutions themselves the assignment of hospital helpers to clerical work or work of a similar nature has been provided for in the budget for the year 1916 under proper titles, such as Hospital Clerk, Stenographer and Typewriter, Telephone Operator, or the like. In the Department of Public Charities, it has been found necessary to meet a peculiar condition by the exceptional step of waiving, with the approval of the Mayor and the State Civil Service Commission, one of the provisions of the rules which prevents the Commission from holding a promotion examination from a non-competitive to a competitive position under a different title. These are the instances in which, because of the

peculiar conditions in the institutions which make employment undesirable and because of the experience of the hospital helpers concerned, the interests of best administration plainly require that the Department be given an opportunity at least to qualify hospital helpers who have served for a considerable period for appointment under the competitive title of Hospital Clerk. The Commission, therefore, recently adopted a resolution which, if approved, will permit the Commission to hold a promotion examination for the position of Hospital Clerk in the Competitive Class which shall be open to hospital helpers in the Non-Competitive Class who have served with fidelity for at least three years. As the result of this work, in which the Commission has had the co-operation, not only of the Department concerned, but also of the Bureau of Standards, an illegal and unsound policy of employment will be corrected. A somewhat similar condition in the Department of Correction, where non-competitive employees had been assigned to the performance of duties appropriate to the competitive position of Matron, is to be met in similar fashion.

The correction of such situations demonstrates that there can be sufficient elasticity in Civil Service administration to correct abuses, without violating the intent and the spirit of the Civil Service Law.

REORGANIZATION OF THE BUSINESS METHODS OF THE COMMISSION

The business methods and organization of the Commission's offices have been materially improved with resultant economy of labor and money and increased efficiency. This work was begun at the very outset of the year 1914. A comprehensive study of records and their method of preservation has resulted in the working out of an entirely new plan of filing, which will go into effect in a short time. For the convenience of departments, as well as the Commission, an entire set of forms was devised for the use of departments in notifying the Commission of their action on Civil Service matters of routine nature. Much time and effort has been saved in computing the final averages of candidates in examinations and preparation of eligible lists through the installation of a computing machine in the Computing Bureau. The eligible lists are now kept in loose leaf ledgers and are much clearer and simpler than the old forms of lists.

A new form of application blank has been installed for examinations in which experience is required. By the use of this form, the time of applicants in filling out their experience sheets has been materially reduced, the filing space required has been cut down and the rating of experience papers facilitated.

Another important labor-saving device installed in the Examination Division is a three-ply card, filled out by candidates when making out applications. Through the use of this card, it is no longer necessary for the Application Bureau to address notices of dates of examinations, since the candidates themselves do this work when filing applications. The new card has, furthermore, made unnecessary the so-called preliminary sheet which candidates were required to write out at the beginning of each examination.

For the convenience of candidates, as well as the Commission, a new system of checking the citizenship of naturalized citizens is now in operation. Applications for positions in the Labor Class are now received in the Municipal Building instead of in the Criminal Courts Building as formerly, so that all the office work of the Commission is centralized in one place.

The Commission desires to recognize the generous assistance rendered by the Bureau of Municipal Research in the study and improvement of office methods. In this work, the Commission has had the especial assistance of Dr. Robert Moses and Mr. John H. Johnson, who have worked most efficiently in co-operation with the Commission and its employees.

A RECLASSIFICATION OF THE CITY SERVICE

The subject of a general reclassification of the city service has received the attention of the Commission throughout the year in several of its aspects, but with particular reference to the tentative specifications prepared by the Bureau of Standards of the Board of Estimate and Apportionment with the co-operation of the Bureau of Municipal Research. The work of the Bureau of Standards and the functions of the Civil Service Commission are closely allied. It is true that in the preparation of the tentative specifications the Bureau has had in mind as one of its primary objects the classification and grading of the service together with definitions of duties and qualifications which would serve as a

guide to the Board of Estimate and Apportionment in appropriating salaries for city employees. In accomplishing this purpose, however, the Bureau has properly studied the entire service with the broad view of completely reorganizing the classification of city employees so as clearly to set forth the general divisions of city service, together with groupings along special lines and the establishment of appropriate, descriptive titles and grading according to duties and varying responsibilities. The Commission has considered the conclusions of the Bureau or at least the tentative specifications prepared by the Bureau which cover all but the Police, Fire, Skilled Trades and Labor services.

The specifications which have been published have been the result of minute study of the functions and work of city employees in all departments with the exception of the services noted. The Commission has been engaged and is now engaged upon a critical examination of the proposals of the Bureau. The result of the Bureau's work, as far as it affects a classification of the service for purposes of Civil Service administration, is admirable. The broad division of the entire force of city employees into services is clear and comprehensive. The grouping of employees, the titles proposed and the description of duties appear to the Commission, almost without exception, to be eminently suited for a Civil Service classification. The Commission has already submitted to the Bureau such criticisms as it has had to make of the details of its specifications and within a very short time will have covered all the proposals which the Bureau has published. Such differences as the Commission has had with the Bureau have touched minor details and there has been no difficulty in coming to an agreement in such cases. The Commission is satisfied that when final adjustments have been reached between the Bureau and the Commission, the entire city service should be revised as to titles, grading and compensation according to these specifications. At present, however, comparatively few of the titles proposed by the Bureau have been adopted in the tax-levy budget. The result is that, at present, there is confusion between some of the titles appearing in the budget for the year 1916 for certain departments, which do not appear in the present Municipal Civil Service classification, and old titles appearing in the Municipal

Civil Service classification covering the same or similar classes of service as are covered by the new titles proposed by the Bureau.

The Commission feels very strongly that the new classification should be adopted and followed as soon as possible by heads of departments, the Board of Estimate and Apportionment and the Bureau of Standards. It would like to see a general reorganization of the service go into effect at the earliest practicable date so that the Commission may be able to discard the present complicated and antique classification and adopt the proposed new classification without confusion.

The Commission's study and work on the proposals of the Bureau of Standards, its understanding of the purposes of the work of the Bureau and its view of the proper place and functions of the Civil Service Commission in the city government, have led the Commission to the conclusion that the most effective organization of such work would place some, at least, of the present functions of the Bureau of Standards under the jurisdiction of the Civil Service Commission. This observation is in no wise a reflection upon the work of the Bureau but is rather a recognition of the importance of the Bureau's work and of its many ramifications into all the varied branches of city administration. As far as rates of pay are concerned, the ultimate responsibility, of course, lies with the Board of Estimate and Apportionment and the Board of Aldermen. As the employment agent of the city, however, no department is more concerned in having exact information as to the duties and functions of departments in the city government and of the work of the city employees than the Civil Service Commission. It is through the Commission that appointing officers receive most of their employees. In providing departments with qualified employees, the Commission is required to conduct a large number of examinations of varying types according to the needs of the service. A classification and organization of the service, based upon duties with appropriate titles, is, therefore, of vital concern to the Commission. If there is no centralization of responsibility or power in these functions, there will be, as there is to-day, a wide duplication of titles involving infinite confusion and trouble, not only for the Commission but for the heads of other departments as well. The Commission submits,

therefore, the proposition that there should be closer co-operation between the heads of departments, the Board of Estimate and Apportionment, the Board of Aldermen and the Commission in the matter of the establishment of positions and the grading of city employees.

Whether any other functions, now performed by the Bureau of Standards, should be taken over by the Commission is another matter. If the proposed new classification is adopted, however, as the Commission hopes it will be, it becomes vitally important that the matter of recommending the establishment of positions under certain titles should be centralized in the Commission. The Commission would, therefore, recommend amendments to the charter which would provide, in the first place, that when the Board of Estimate and Apportionment recommends the establishment of positions to the Board of Aldermen it shall accompany such recommendation with a certificate that the titles proposed have been approved by the Civil Service Commission, and that the Board of Aldermen shall be prohibited from changing the title of any position unless the Civil Service Commission shall have previously consented thereto.

PROGRAM FOR THE YEAR

The results of the work of the Commission during the last year have included the preparation and publication of physical standards, improvements in examinations and procedure in the examination division, the development of a new system of efficiency or service records, the publication of a manual of information and a further reorganization of the business methods of the Commission.

During the coming year, the Commission plans to concentrate on the following problems:

1. The development and extension of the proposed new efficiency or service record system.
2. A complete study of the service cards of city employees with a view to readjustment of titles and compensation to accord with the proposed new classification and grading of the service. When this has been accomplished, the Commission hopes it will be able to point out the way whereby the

proposed new classification may be adopted and the necessary changes in status of employees effected without friction.

3. A revision of the schedule of exemptions. A study of the duties of exempt employees has already been inaugurated and the proposed revision of the Exempt Class will begin within a few weeks.

4. Improvements in the organization of the examination division, including the assignment of examiners to special lines of work, thus developing employment specialists in the examination division.

Respectfully submitted,
HENRY MOSKOWITZ, *President*,
DARWIN R. JAMES,
ALEXANDER KEOGH,
Municipal Civil Service Commission.

Attest:

ROBERT W. BELCHER,
Secretary.

Niagara Falls

NOTE.—The Municipal Civil Service Commission was changed on January 1, 1916, and the outgoing commission did not file annual report as required by section 11 of the Civil Service Law. Repeated efforts on the part of the State Commission to obtain report were without result.

North Tonawanda

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of North Tonawanda respectfully submits the following report for the year 1915:

The names and dates of appointment of the commissioners are as follows: Alfred A. Jaenecke (president), January 1, 1915; John E. Striegel, January 1, 1915; Henry Hemeyer, July 1, 1915.

W. C. Achilles, appointed January 1, 1915, is secretary of the

commission, at compensation of \$200 per annum. The commissioners are not compensated.

During the year eleven meetings were held.

There are fifty-three persons in the unclassified service, thirty-eight in the competitive class and four in the non-competitive class.

Three competitive examinations were held during the year as follows:

Title of position	Number passed	Number failed
Health Inspector, \$600 per annum.....	2	2
Second Assistant Chief, Fire Department, \$25 per annum	2	0
Patrolman, \$900 per annum.....	4	9

Notice of examinations is posted on bulletin board in city hall for at least ten days in advance; also advertised in daily newspapers for five days.

All examination papers are prepared and rated by the commissioners and the secretary. All papers are filed and open to inspection of the appointing officers.

Four appointments are reported in the competitive class; two in the non-competitive class; two non-competitive removals; two competitive removals and one competitive resignation.

The second assistant chief of fire department was promoted to chief of fire department.

All payrolls are checked and certified by the secretary of the commission before payments are made.

The provision of the law regarding registration of laborers has been strictly complied with; all laborers being registered before being appointed.

The commission has a complete roster of the classified and unclassified service, showing name, title of position, date of appointment and salary.

ALFRED A. JAENECKE, *President*,
JOHN E. STRIEGEL,
HENRY HEMEYER,

Municipal Civil Service Commission.

W. C. ACHILLES, *Secretary*.

Norwich

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Norwich respectfully submits the following report for the year 1915:

The names, occupations, and dates of appointment of the commissioners are as follows:

Michael Finigan.....	Roadmaster	Jan. 4, 1915
Merton L. Hunt.....	Wholesale grocer	Jan. 4, 1915
Lewis N. Donaldson.....	Pharmacist	Jan. 4, 1915

John C. Robinson is secretary of the commission, appointed January 4, 1915. Neither the commissioners nor the secretary are compensated.

Two meetings were held during the year.

There are 75 persons in the unclassified service; 7 in the competitive class and 20 in the labor class.

One competitive examination was held for the position of patrolman, there being four candidates, three of whom were successful.

Notice of examination is given by posting on official bulletin board and by publication in the official paper.

All examination papers are prepared and rated by the commissioners and are preserved in accessible files and open to inspection of appointing officers.

All payrolls are reviewed and certified by the secretary before payment is made.

The commission has a complete roster of the classified and unclassified service, showing name, title of position, date of appointment and salary.

MICHAEL FINIGAN,
MERTON L. HUNT,
LEWIS N. DONALDSON,

Municipal Civil Service Commission.

JOHN C. ROBINSON, *Secretary.*

Ogdensburg

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Ogdensburg respectfully submits the following report for the year 1915:

The commission is composed as follows: John M. Morley, lawyer, appointed February 2, 1915; W. W. Overton, clerk, appointed March 4, 1902; Charles W. Loomis, manufacturer, appointed February 2, 1915.

Mr. Ray E. Todd is secretary to the commission, appointed April 29, 1915. Neither the commissioners nor the secretary are compensated.

The commission held fifteen meetings during the year.

There are 103 persons in the unclassified service, and the classified service is subdivided as follows: Exempt, 3, competitive, 37; non-competitive, 250.

Eight competitive examinations were held for the following positions:

Title of position	Number passed	Number failed
Patrolman, Police Department.....	2	4
Fireman, Fire Department.....	6	1
Stationary Engineer	3	0
Engineer of Steam Roller.....	2	0
Bookkeeper, Water Department.....	1	4
Bookkeeper, Water Department.....	0	1
Clerk, Water Department.....	1	1
Clerk, Water Department.....	1	0

Notice of examination is published in two daily papers; also posted on bulletin board in the city hall.

Papers are prepared and rated by the commissioners. All examination papers, ratings and eligible lists are on file and open to inspection of appointing officers.

The commission reports one appointment in the non-competitive class to position of harbor master, and seven to position of special policeman.

Payrolls are reviewed and certified by the secretary, who checks same with roster of employees.

Commission has a complete list of all persons in the classified and unclassified service, showing name, title of position, date of appointment and salary.

JOHN M. MORLEY,
W. W. OVERTON,
CHARLES W. LOOMIS,

Municipal Civil Service Commission.

RAY E. TODD, *Secretary.*

Olean

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Olean, N. Y., respectfully submits the following report for the year 1915:

The names, occupations and dates of appointment of the commissioners are: Charles P. Luther (president), manufacturer, January 4, 1910; John B. Finnessy, grocer, January 4, 1910; Wilbur B. Reed (secretary), inspector, April 15, 1914.

The commissioners receive no compensation.

Commissioner Reed receives salary of \$300 per annum for his services as secretary.

There were twelve meetings held during the year.

The commission reports 109 persons in the unclassified service, and the classified service is subdivided as follows: Exempt, 13; competitive and non-competitive, 42; labor, 120.

Competitive examinations were held as follows:

Title of position	Number passed	Number failed
Police Captain	1	0
Police Sergeant	2	0
Patrolman	4	2
Fireman	5	2
Bacteriologist	0	1
Milk Inspector	1	0
Sanitary Inspector	3	4
Assistant Civil Engineer.....	2	0
Inspector Paving and Repairs.....	2	2
Inspector of Sewers and Masonry.....	0	2

Notices of examinations are posted in prominent places, also by publication in two daily papers. All papers are prepared and

rated by the commissioners, except examinations for positions of a technical character, when same are examined by the State Civil Service Commission. The papers are preserved in accessible files and open to the inspection of appointing officers.

One hundred and twenty laborers registered; about 100 of whom were appointed.

The commission reports six appointments to positions in exempt class; seven to positions in competitive class; and three competitive resignations.

All bills and accounts for services are certified by the secretary, with the exception of the accounts of the elected officers of the city.

The commission has a complete roster of the classified service.

CHARLES P. LUTHER, *President*,

JOHN B. FINNESSY,

WILBUR B. REED, *Secretary*,

Municipal Civil Service Commission.

Oneida

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the city of Oneida respectfully submits the following report for the year 1915:

The names, occupations and dates of appointment of the commissioners are as follows: Arthur J. Abbott, city editor, January 27, 1914; Alvin Schwarz, printer, January 27, 1914; Thomas J. McCouloff, (secretary), bookkeeper, January 27, 1914.

Mr. McCouloff receives \$50 per annum for his services as secretary. The commissioners are not compensated.

There were seven meetings held during the year.

There are ninety-one persons in the unclassified service.

The classified service is subdivided as follows: Exempt class, 39; competitive class, 59; non-competitive class 3.

Three open competitive examinations were held as follows: Call fireman, 7 candidates; superintendent of public works, 4 candidates; school nurse, 1 candidate, all of whom were successful.

Notice of examination is published in two of the local papers as paid advertisements, also posted on bulletin board of the City

Hall. Examination papers are prepared and rated by the commissioners. All applications, examination answer papers, ratings, and eligible lists are preserved in accessible files, and open for inspection of appointing officers.

Twenty-seven laborers were registered and appointed. There were 9 appointments to positions in the competitive class.

The secretary certifies all payrolls and accounts for services after comparing same with the official roster.

The commission has a complete list of city employees showing name, title of position, date of appointment, and salary.

ARTHUR J. ABBOTT,
ALVIN SCHWARZ,
THOMAS J. McCOULIFF, *Secretary,*
Municipal Civil Service Commission.

Oneonta

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Service Commission of the city of Oneonta, N. Y., respectfully submits the following report for the year 1915:

The names, occupations, and dates of appointment of the commissioners are as follows: T. W. Stevens, merchant, January 2, 1912; J. F. Thompson, lawyer, January 7, 1913; I. H. Rowe, retired, January 6, 1914.

The commissioners are not compensated.

The city clerk acts as secretary to the commission.

But one meeting was held during the year.

The commission reports 120 persons in unclassified service, including election officers; eight in exempt class and fifteen in competitive class.

No competitive examinations were held.

Usually about ten days' notice of examination is given, by posting on bulletin board in city building and various other public places. Persons who are on the eligible list are given personal notice.

Examination papers are prepared and rated by the commission and are preserved and open for public inspection.

Laborers are registered, under the provisions of the law, for employment in Department of Parks and Public Works and as call-firemen.

The commission reports six exempt appointments; one competitive appointment; no transfers and no promotions.

All payrolls and accounts for services are reviewed and certified by the secretary, after comparison with roster.

The commission has a complete roster of all persons in the classified service.

T. W. STEVENS,
J. F. THOMPSON,
I. H. ROWE,

Municipal Civil Service Commission.

JOHN J. WHITE,
Secretary.

Oswego

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the city of Oswego respectfully submits the following report for the year 1915:

The commission is composed as follows: William H. Quigley, insurance; Alexander C. Calish, physician; Richard K. Piez, (secretary), teacher.

The commissioners serve without compensation.

Commission held six regular meetings and two informal meetings during the year.

There are nine persons in the unclassified service and the classified service is subdivided as follows: Exempt class, 3; competitive class, 114; labor class, 105.

Competitive examinations were held as follows:

Title of position	Number passed	Number failed
Clerk to Superintendent of Education.....	1	0
Clerk to Principal of High School.....	1	0
Clerk to Commissioner of Parks.....	1	2
Janitor, Public Schools.....	2	1
Sewer Inspector	2	1
Pavement Inspector	0	1
Assistant to City Engineer.....	0	1
	=====	=====

Five days' notice of examination is given by publication in daily newspapers and by posting on bulletin board.

The State Civil Service Commission prepares and examines examination papers.

All papers are preserved in accessible files and open to inspection of appointing officers.

Non-competitive examination was held for the position of examining physician. The credentials of two physicians were examined and accepted.

Laborers were registered as follows: Department of parks, 54; water department, 46; charity farm, 5.

Commission reports four appointments in the competitive class.

One foreman in the fire department was retired on pension.

All payrolls are checked by the secretary of the commission, with official roster, and if found to be correct, same are approved by the commission and certified.

All laborers are registered in accordance with the provisions of the law, except in emergency cases.

Commission has a complete roster of the classified and unclassified service, showing name, title of position, date of appointment and salary.

WILLIAM H. QUIGLEY,
ALEXANDER C. CALISH,
RICHARD K. PIEZ, *Secretary*,
Municipal Civil Service Commission.

Plattsburg

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Plattsburg respectfully submits the following report for the year 1915:

The names, occupations and dates of appointment of the commissioners are as follows: E. J. Lance, printer, appointed February 1, 1914; Thomas H. Smith, merchant, appointed February 1, 1914; E. T. Gilliland, retired, appointed February 1, 1914.

The commissioners are not compensated and have no employees.

There are 70 persons in the unclassified service and the classified service is subdivided as follows: Exempt class, 2; competitive class, 12; non-competitive class, 4.

One competitive examination was held for the position of fireman chauffeur. There were eight candidates, four being successful.

Notice of examinations is given by posting on bulletin board and publication in newspapers. The commission prepares and rates all papers and same are on file and open for public inspection.

Ninety-four laborers were registered, in accordance with the provision of the law, 53 of whom were appointed.

Commission reports one appointment in the exempt class; one appointment in the competitive class; one exempt removal and one exempt resignation.

The payrolls are certified by the city clerk, after comparison with the official roster.

Commission has a complete list of the classified and unclassified service, showing name, title of position, date of appointment and salary.

E. J. LANCE,
THOMAS H. SMITH,
E. T. GILLILAND,

Municipal Civil Service Commission.

Port Jervis

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Service Commission of the City of Port Jervis respectfully submits the following report for the year 1915:

The names and occupations of the commissioners are as follows: Fred R. Salmon, publisher; Henry B. Swartwout, physician; Frederick B. Post, banker, all appointed January 5, 1914.

The commissioners receive no compensation and have no employees, the city clerk acting as secretary.

During the year three meetings were held.

There are 90 persons in the unclassified service and the classified service is sub-divided as follows: Exempt class, 16; competitive class, 14; labor class, 28.

One competitive examination was held for the position of patrolman. There were four candidates, only one of whom was successful.

Notice of examination is given by posting on bulletin board of the commission; also by publication in the official newspapers. All papers are prepared and rated by experts, subject to revision by the commission. All applications, examination answer papers, ratings and eligible lists are preserved in files and open for public inspection.

Laborers are registered in accordance with the provision of the law, all employments being made after certification.

There were no non-competitive nor provisional examinations held.

Commission reports 16 appointments in the exempt class and 14 in the competitive class.

Payrolls are reviewed and certified by the secretary of the commission, after comparison with the official roster.

Commission has a complete list of the classified and unclassified service, showing name, title of position, date of appointment and salary.

FRED R. SALMON,
HENRY B. SWARTWOUT,
FREDERICK B. POST,
Municipal Civil Service Commission.

Poughkeepsie

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—The Municipal Civil Service Commission of the City of Poughkeepsie, N. Y., hereby submits its report for the year ending December 31, 1915.

During the year the Commission was composed of the following members with no change:

Edward K. Hass, President..... (Lawyer)
Charles J. DeMask..... (Merchant)
John J. Whalen, Secretary..... (Molder)

Number of persons in the unclassified service.....	193
Number of persons in the exempt class.....	7
Number of persons in the competitive class.....	81

During the year 1915 the Commission held twelve meetings, and competitive examinations have been held as follows :

- Feb. 3, 1915. Superintendent of Parks, salary \$25 per week, two candidates and both passed.
- Feb. 3, 1915. Poundmaster, salary \$600 per year, one candidate who passed.
- Feb. 3, 1915. Foreman of Water and Sewer Pipe, salary \$4 per day, four candidates and all passed.
- July 31, 1915. Fireman Pumping Station, salary \$19.25 per week, six candidates and all passed.

There have been no non-competitive examinations held during the year. Sixty laborers have been employed at the work required according to Civil Service rules.

Appointments have been made to competitive positions as follows :

Superintendent of Parks.....	1
Poundmaster	1
Foreman Sewer and Water Pipe.....	1
Fireman Pumping Station.....	1
Fireman City Hall.....	1
Janitor Public Schools.....	3

The respective pay rolls are examined and certified by the secretary. The Commission has a complete roster of city employees of the Classified and Unclassified Service.

Positions in the Competitive Class, with their respective salaries are advertised ten days previous to an examination, and all applications are examined by the secretary. The papers of all examinations are prepared and rated by the Commission.

The applications, examination answer papers of candidates, ratings, and eligible lists are preserved in accessible files and open for public inspection.

EDWARD K. HAAS, *President*,
CHARLES J. DE MASK,
JOHN J. WHALEN, *Secretary*,
Municipal Civil Service Commission.

Rensselaer

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal

Civil Service Commission of the City of Rensselaer respectfully submits the following report for the year 1915:

The names, occupations and dates of appointment of the Commissioners are as follows:

Charles Wornham	Bookkeeper	Oct. 1, 1915
William T. Fleet.....	Lumber dealer	Jan. 1, 1915
John S. Lewis (Secretary).....	Railroad baggageman.....	Apr. 16, 1915

The Commissioners are not compensated, with the exception of Commissioner Lewis, who received \$100 per annum for his services as secretary.

During the year eight meetings were held.

The Commission reports as follows: Number of persons in the Unclassified Service, 105; number of persons in the Exempt Class, 16; number of persons in the Competitive Class, 23.

Open competitive examinations were held as follows:

Date	Title of position	Number applicants	Number passed
March 12, 1915	Driver, fire department.....	2	2
March 12, 1915	Patrolman, police department.....	9	6
June 2, 1915	Inspector of construction.....	2	1
Oct. 30, 1915	City detective	1	1
Dec. 20, 1915	Patrolman, police department.....	2	2

Notice of examinations is posted on the bulletin board at entrance to Common Council Chamber; also by publication in the daily newspapers. All examinations are prepared and rated by the secretary, approved by the Commission, and are in accessible files and open to inspection of appointing officers.

Forty-nine laborers were registered in the street and fire departments, and twenty-four appointed.

Twelve appointments are reported in the Exempt Class and eight in the Competitive Class.

One patrolman was promoted to the position of city detective, salary \$840 per annum.

All pay rolls are certified by the secretary after comparison with the official roster, with the exception of the accounts for services of the assistant to the city treasurer and inspectors of public works, appointed in emergency cases. These accounts are certified by the board of aldermen.

Commission has a complete roster of the Classified and Unclassi-

fied Service, showing name, title of position, date of appointment and salary.

CHARLES WORNHAM,
WILLIAM T. FLEET,
JOHN S. LEWIS, *Secretary*,
Municipal Civil Service Commission.

Rochester

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Rochester respectfully submits the following report for the year 1915:

The names, occupations, and dates of appointment of the Commissioners are as follows:

A. M. Spiehler.	Perfume manufacturer....	Jan.	1, 1902
O. J. Bryan.....	Druggist	Jan.	29, 1901
S. C. Pierce.....	Retired	Sept.	19, 1910

Each Commissioner receives an annual salary of \$500.

The name, title of position, date of appointment and compensation of all employees of the Commission are as follows:

Louis E. Lazarus, Secretary.....	Dec.	15, 1914	\$1,200 per annum
Margaret A. Lucy, Chief Clerk.....	Jan.	1, 1900	1,080 per annum

Twenty-three official meetings were held during the year 1915.

The number of persons in the Unclassified Service is 2,221, and the Classified Service is subdivided as follows: Exempt Class, 48; Competitive Class, 1,283; Non-Competitive Class, 362; Labor Class, 3,427.

Competitive examinations were held during the year as follows:

Title of position	Number passed	
Superintendent of Playgrounds.....	7	6
Supervisor of Lighting and Laboratory.....	10	7
Assistant Curator (Municipal Museum).....	4	4
Assistant Engineer on Construction.....	1	1
Inspector (public improvements)	51	27
Assistant Librarian (first grade)	3	2
Assistant Librarian (second grade)	9	5
Assistant Librarian (first grade).....	2	2
Janitor (steam boilers)	45	14
Transitman	18	7
Stenographer (male)	3	3

In four of the examinations the successful candidates did not exceed three. The reasons for lack of competition are as follows:

Assistant Librarian (first grade) :

Five applied, four passed, one did not appear. High qualifications required and low salary given.

Assistant Engineer on Construction:

Promotion examination. Applicants limited to Assistant Engineers. Only one cared to apply.

Male Stenographer:

Three applied, three passed. Small salary.

Notice of all competitive examinations is published officially in the two newspapers of the city and also posted on the bulletin board at the City Hall.

The examination papers are prepared and rated in most cases by members of the Commission, except in technical examinations, where experts are asked to prepare and rate papers.

All applications and other matters relating to examinations are in accessible files and open for public inspection.

Non-competitive examinations were held as follows:.

Title of position	Number passed
Playground Director	53
Minor Inspector	31
Chauffeur	1
Serviceman	6
Keeper of Park Zoo.....	1

Promotion examinations were held as follows: Superintendent of playgrounds, assistant librarian, transitman, male stenographer. Competitive examinations were subsequently held in each case, eligible lists established and appointments made therefrom.

Number of laborers registered during the year was 1,207; 606 of whom were appointed.

The Commission reports 42 appointments in the Competitive Class; 6 in the Exempt Class and 94 in the Non-Competitive Class.

There were 12 removals in Exempt Class; 29 in Competitive Class, and 94 in Non-Competitive Class; also 4 resignations in Exempt Class, 12 in Competitive Class and 2 in Non-Competitive Class.

One stenographer in the bureau of playgrounds, salary \$40 per

month, was transferred to the office of the corporation counsel, salary \$50 per month.

Three promotions were made during the year as follows: Detective sergeant, police department, \$125 to \$137.50 per month; lieutenant, fire department, \$90 to \$100 per month; assistant engineer on construction, engineering department, \$125 to \$250 per month.

There were 7 appeals from ratings, 5 of which were granted and 2 dismissed.

The law regarding certification of pay rolls has been strictly complied with. All pay rolls are certified by the secretary after careful checking with the official roster by the chief clerk. There are no employees of the city paid without the certification of the Commission.

Commission has a complete roster of all city employees.

It will be noticed that fewer competitive examinations were held during 1915 than in previous years. The main reason for this is that the bureau of municipal research has not presented its final report on the city government. Pending such report, the reorganization of the city departments has been held in abeyance. During 1916 many changes may be made and much work will devolve on the Municipal Civil Service Commission.

A. M. SPIEHLER,

O. J. BRYAN,

S. C. PIERCE,

Municipal Civil Service Commission.

LOUIS E. LAZARUS,

Secretary.

Rome

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Rome respectfully submits the following report for the year 1915:

The names, occupations, and dates of appointment of the Commissioners are as follows:

Thomas McLaughlin (Chairman).....	Merchant.....	Jan.	1, 1914
John H. Comstock.....	Merchant.....	Jan.	1, 1914
David Karlen	Merchant.....	Jan.	1, 1914

C. Stuart Neiss, appointed January 1, 1914, is secretary to the Commission, receiving \$250 per annum for his services.

The Commissioners are not compensated.

Sixteen meetings were held during the year 1915.

Number of persons in the Unclassified Service is 79, and the Classified Service is subdivided as follows: Exempt Class, 7; Competitive Class, 50; Labor Class, 92.

Open competitive examinations were held during the year as follows:

Title of position	Number candidates	Number passed
Policeman	9	9
Fireman	9	9
Chainman	5	4
Driver (motor fire apparatus)	3	3

Notice of examinations is placed in papers; also on bulletin board of City Hall at least ten days before date of examination. All examinations are prepared and rated by the Commissioners. Outside help is secured if the examinations are technical in character.

About 8 laborers were registered and an average of 50 appointed.

Commission reports 12 appointments to competitive positions, and 2 competitive resignations.

Promotion examinations were held for positions of captain and lieutenant, fire department. There were 6 candidates in each examination, 5 being successful.

Two promotions are reported to position of captain, fire department, salary \$900 per annum, and two to position of lieutenant, fire department, salary \$750 per annum.

All pay rolls are signed by the secretary and certified after comparison with the official roster.

Commission has a complete roster of the Classified and Unclassified Service, showing name, title of position, date of appointment and salary.

T. H. McLAUGHLIN,

J. M. COMSTOCK,

DAVID KARLEN,

Municipal Civil Service Commission.

C. STUART NEISS,

Secretary.

Salamanca

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.— Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Salamanca respectfully submits the following report for the year 1915:

The members of the Commission are Christian P. Lear, William C. Hirschert and Guy H. Parkhill; all appointed January 5, 1914.

Commissioners serve without compensation.

Commissioner Hirschert acts as secretary to the Commission. George H. Elliott, appointed January 5, 1914, to the position of clerk to the Commission, received \$100 per annum for his services.

There were three meetings held during the year.

Commission reports as follows: 112 persons in the Unclassified Service, 19 in Competitive Class, 3 in Non-Competitive Class and 23 in Labor Class.

Open competitive examinations were held as follows:

Title of position	Number applicants	Number passed
Bookkeeper and Stenographer.....	2	1
Concrete and Paving Inspector.....	5	2
Driver of Fire Department and Public Works Team.....	1	1
	<u> </u>	<u> </u>

Notice of examinations is advertised in official newspapers at least ten days in advance. Notice is also published on the bulletin board in the office of the city clerk. Examination questions were received from the State Civil Service Commission through the courtesy of John C. Birdseye, secretary. The papers were rated by experts.

Laborers are registered in accordance with the provision of the law.

There were 2 appointments to exempt positions, 2 to competitive positions, and 1 competitive resignation. There were no removals, transfers nor promotions.

All pay rolls are checked with the official roster by the clerk of the Commission before being audited and certified.

Commission has a complete roster of the Classified and Unclassified Service, showing name, title of position, date of appointment and salary.

C. P. LEAR, *President*,
 GUY PARKHILL,
 W. C. HIRCHERT, *Secretary*,
Municipal Civil Service Commission.

Saratoga Springs

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Saratoga Springs respectfully submits the following report for the year 1915:

Members of the commission are as follows: Thomas R. Kneil (chairman and secretary), Herman L. Waterbury and Thomas F. Magovern, all appointed June 1, 1915.

Commissioners are not compensated and have no employees.

Four meetings were held during the year.

Commission reports six persons in the exempt class; thirty-eight in the competitive class, and three in the non-competitive class.

Open competitive examinations were held for the following positions:

Title of position	Number candidates	Number passed
Superintendent of Streets (inside)	4	2
Superintendent of Streets (outside)	2	2
Deputy Assessor	4	1
Janitor (public schools)	8	4
Janitor (City Hall)	2	2
City Health Officer	3	3
Sanitary Inspector	3	1
Investigator of Charities	1	1
Medical Inspector	2	2
Permanent Fireman	5	2

Ten days' notice of examination is given by posting on bulletin board, also by advertisement in the local newspapers.

All examination papers are prepared and rated by the secretary, except where examinations are of a technical character, when outside aid is secured.

One non-competitive examination was held for the position of caretaker of hack stand. There was one candidate, who was successful.

Commission reports six appointments in the exempt class; thirty-eight in competitive class, and one in the non-competitive class. There was one competitive removal.

All payrolls are compared with official roster, and if found to be correct, are certified by the secretary of the commission.

Commission has a complete roster of the classified and unclassified service, showing name, title of position, date of appointment and salary.

THOMAS R. KNEIL,

Chairman and Secretary,

HERMAN L. WATERBURY,

THOMAS F. MAGOVERN,

Municipal Civil Service Commission.

Schenectady

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Schenectady respectfully submits the following report for the year 1915:

The members of the commission are: William C. Vrooman (chairman), merchant, appointed January 1, 1914; F. P. Viele, detective, appointed January 1, 1914. They receive \$200 each per annum.

The employees of the commission are: Edward Cermak, secretary, appointed January 1, 1914, \$600 per annum; Jane Kehoe, stenographer, appointed February 1, 1914, \$2 per evening when employed.

Commission held fifty-two regular meetings and three special meetings.

There are 40 persons in the unclassified service, and the classified service is subdivided as follows: Exempt, 28; competitive, 359; non-competitive, 2; labor, 512.

Competitive examinations were held as follows:

Title of position	Number passed	Number failed
Motor Operator	17	4
Assistant Bookkeeper	5	1
Sanitary Inspector	16	3
Maternity and Infancy Nurse.....	3	0
Assistant Engineer	4	1
Inspector of Public Improvements.....	17	15
Telephone Operator	4	2
Rodman	5	0
Stenographic Clerk	3	1

Examination papers are prepared and rated by the commissioners. All applications, examination answer papers, ratings and eligible lists are preserved and open for public inspection. Advertisements for examinations about to be held are published six times each in two of the local daily papers. Notices of examinations are also posted in the city hall and city hall annex. Applicants of record are also notified by mail five days prior to date of examination.

The commission established a labor list, which has been certified to the Commissioner of Public Works, containing 574 names. Appointments to labor class are made from this list. This list includes teamsters, caulkers, scrub-women, helpers and cleaners, carpenters, painters, plumbers, repair men, barmen, electrical workers, gang boss, and others as well as common laborers.

Commission reports two appointments to positions in exempt class; thirty-eight in competitive class; one competitive removal; one exempt resignation and twelve competitive resignations.

Four rodmen, at \$3 per day, were promoted to instrumentmen, at \$4 per day, in the bureau of engineering.

All payrolls are checked with the official roster and reviewed by the secretary. They are then signed by the secretary and at least two of the commissioners. The accounts for services of the superintendent of schools, principal of schools and teachers are not certified by this commission.

The commission has not been involved in any legal action because of errors or neglect to conform with civil service rules.

Special attention has been given to the preparation of questions, conducting examinations, and the assigning of percentages. Each

member of the commission has been present at nearly every examination and has taken an active part in conducting the same. The appropriation for the maintenance of this commission granted by the Board of Estimate and Apportionment was \$1,819.50, of which \$1,490.38 was expended, leaving a balance of \$329.12.

Commission has a complete roster of the classified and unclassified service, showing name, title of position, date of appointment and salary.

WILLIAM C. VROOMAN,
F. P. VIELE,
M. D. HILTS,

Municipal Civil Service Commission.

EDWARD CERMAK, *Secretary.*

Syracuse

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Syracuse respectfully submits the following report for the year 1915:

The names, occupations, dates of appointment and compensation of the commissioners are as follows:

Hugh M. Tilroe (President), Dean School of Oratory, Syracuse University	Jan. 1, 1914	\$500 per annum
Charles J. Markert, General Sales Manager	Jan. 1, 1914	350 per annum
Howard P. Denison, Patent Attorney..	July 1, 1915	350 per annum

Herbert B. Myron, appointed January 17, 1901, is chief examiner and secretary of the commission, salary \$1,200 per annum.

During the year thirty-two meetings were held.

The number of persons in the unclassified service is 52, exclusive of election officers, commissioner of deeds, superintendents, principals and teachers in the Department of Education.

Number of persons in the exempt class, 38; competitive class, 728; non-competitive class, 2; labor class, 150 to 500.

Competitive examinations were held during the year 1915 as follows:

Title of position	Number passed	Number failed
Leveler	1	0
Stenographer (male)	5	1
Superintendent (collection of ashes)	10	1
Inspector of Public Works	13	4
Nurse	13	0
Clerk (female)	29	6
Leveler	3	2
Rodman	8	3
Janitor	16	2
Superintendent of Fire Alarm	7	5
Consulting Engineer	1	0
Dentist	1	0
Superintendent of Employment and Planting	3	1
Meter Reader	21	8
Designing Engineer	1	0
Nurse	4	0
Custodian of Supplies	2	0
Engineer and Asphalt Mixer	1	1
Inspector of Public Works	8	4
General Supervisor of Playgrounds (male)	1	0
General Supervisor of Playgrounds (female)	3	1
Superintendent of Swimming (female)	1	0
Superintendent of Swimming (male)	8	0
Superintendent of Playgrounds (female)	17	0
Fireman	40	56
Superintendent of Construction	16	0
Library Clerk	2	2
Matron	1	0
Physician	1	0
Laboratory Assistant	1	0
Physician (Psychopathic Hospital)	1	0
Attendant (Psychopathic Hospital)	3	1
Repairman	7	9
Patrolman	62	82

A written notice containing the time and place of receiving applications and the subjects of examination and relative weights is posted on the bulletin board of the commission from ten to fourteen days previous to the date of the examination. For some examinations classified advertisements have been placed in the daily newspapers. Every candidate is given at least five days' notice of the time and place of all written tests.

The examination papers are prepared and rated by the commissioner's chief examiner and, when necessary, by expert assistants.

The applications, examination papers, ratings and eligible lists are preserved in files and are open for public inspection.

Laborers are not registered.

Commission reports 1 exempt appointment; 150 competitive appointments; 1 exempt removal; 2 competitive removals and 34 competitive resignations.

Clifford Bourne, bookkeeper in the bureau of water, \$900 per annum, was transferred to the position of bookkeeper in the department of public safety, salary \$1,300 per annum.

Promotions were made as follows, all as result of examination:

Department of Public Safety — 11 from Fireman at \$1,020 to Lieutenant, \$1,080.

Department of Public Safety — 6 from Lieutenant at \$1,080 to Captain, \$1,200.

Department of Public Safety — 2 from Fireman at \$1,020 to Engineer, \$1,200.

Department of Public Safety — 3 from Patrolman, \$1,020, to Detective, \$1,320.

Department of Public Safety — 1 from Sergeant at \$1,080 to Lieutenant, \$1,140.

Department of Public Safety — 1 from Detective, \$1,320, to Captain, \$1,800.

Department of Public Library — 1 from Clerk, \$900, to Librarian, \$3,000.

E. S. Downs, appealed from ratings in examination for electrical inspector. After a hearing, appeal was dismissed. Mr. Downs then appealed to the State Commission, which sustained the action of the Syracuse commission. Mrs. Anna Snow, Miss E. F. McPeak and Miss A. J. Powers appealed from ratings in examination for supervisor of playgrounds. The appeal of Mrs. Snow was dismissed. The appeals of Miss McPeak and Miss Powers were allowed, each candidate being given an increase in her rating on experience.

All payrolls are checked by the chief examiner and secretary and compared with official roster. If found to be correct, same are certified.

In determining the fitness of a candidate for entrance to the service, each and every candidate, in addition to practical and technical tests, has been personally examined by the Civil Service Commissioners on past experience and moral fitness. It has been the universal practice of the head of each department to appoint the highest person on an eligible list.

Commission has a complete roster of the classified and unclassified service, showing name, title of position, date of appointment and salary.

HUGH M. TILROE, *President*,
CHARLES J. MARKET,
HOWARD P. DENISON,
Municipal Civil Service Commission.

HERBERT B. MYRON,
Secretary.

Tonawanda

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Tonawanda respectfully submits the following report for the year 1915:

The names, occupations, dates of appointment and compensation of the commissioners are as follows:

M. C. Betts (Secretary)	Pharmacist	Jan. 1912	\$5.00 per meeting
F. L. Dietrich	Insurance	Jan. 1913	5.00 per meeting
C. J. Diedrich	Merchant	Jan. 1914	5.00 per meeting

Commissioner Betts receives a salary of \$200 per annum for his services as secretary. There are no employees.

Commission held thirteen meetings during the year.

There are sixty-three persons in the unclassified service, including school teachers and superintendent.

The classified service is composed as follows: Competitive class, 29; non-competitive class, 2; labor class, 16.

Open competitive examinations were held for the position of health officer; there were two candidates, both being successful.

Notice of all examinations is posted in the city council chamber and in the office of the Civil Service Commission. They are also published in the local newspapers. Examination papers are prepared and rated by the commission. All examinations and eligible lists are preserved in files and open to inspection of appointing officers.

One non-competitive examination was held for the position of chief of police. There was one candidate who was successful.

Sixteen laborers were registered in accordance with the provision of the law, all of whom were appointed.

Commission reports one appointment in the competitive class; one non-competitive appointment and one non-competitive removal.

One promotion is reported, that of sergeant of police, police department, salary \$1,000 per annum. Promotion was made as result of examination.

All payrolls are checked by the secretary of the commission, by comparison with official roster, and certified, if found to be correct.

The accounts of the following employees of the city are paid without certification by the Commission:

City clerk; city treasurer; assessors; city attorney; city judge; commissioner of charities; chief, fire department; assistant chief, fire department; superintendent of public works; city engineer.

Commission has a complete roster of the classified and unclassified service, showing name, title of position, date of appointment and salary.

M. C. BETTS, *Secretary*,
F. L. DIETRICH,
C. J. DIEDRICH,
Municipal Civil Service Commission.

Troy

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Troy respectfully submits the following report for the year 1915:

The names, occupations, dates of appointment and compensation of the Commissioners are as follows:

John J. Healy.....	Druggist	Jan. 1, 1912	\$500
George J. Anderson.....	Advertising Manager...	June 24, 1915	500
James N. Bussey.....	Auto Agent	Jan. 1, 1912	500

Frank M. Collins, appointed January 1, 1912, is chief examiner and secretary of the Commission, receiving a salary of \$1,200 per annum.

Twenty-five meetings were held during the year 1915.

The number of persons in the Unclassified Service is 632.

The Classified Service is subdivided as follows: Exempt Class, 29; Competitive Class, 340; Non-Competitive Class, 7; Labor Class, 272.

Open competitive examinations were held as follows:

Title of examination	Number applicants	Number passed	Number failed	Number failed on phys. exam.
Callman (Fire Department)	7	3	0	2
Veterinary Surgeon	1	1	0	0
Inspector (Water Bureau)	4	4	0	0
Chauffeur (Department of Public Works)	2	2	0	0
General Inspector of Street Cleaning	1	1	0	0
Police Matron	1	1	0	0
Hoseman (Fire Department)	28	22	2	3
Driver (Fire Department)	14	11	2	0
Fireman of Steamer	13	11	0	1
Engineer of Steamer	6	6	0	0
Chauffeur (Department of Public Works)	2	2	0	0
Chauffeur (Department of Public Works)	1	1	0	0
Patrolman (Police Department) . . .	110	66	18	19

Two hundred and seventy-two laborers were registered for the positions of gardener, mason, plumber, machinist, watchman and foreman, all of whom were appointed.

Commission reports 1 exempt appointment, 26 competitive appointments, 1 competitive removal and 5 competitive resignations.

One fireman in the fire department, salary \$780 per annum, was promoted to position of engineer, fire department, with increase of salary to \$1,020 per annum.

All pay rolls are checked with the official roster by the secretary and certified to by the Commission if found to be correct.

Provision as to registration of laborers has been carefully complied with and during the past year better results achieved than ever before. Appointments are made pursuant to rule XVIII of the Troy rules.

The local Commissioners extend their thanks to the members of the State Commission and Secretary Birdseye for the past courtesies extended and for the willing co-operation shown at all times.

The Commission has a complete roster, both departmental and alphabetical, giving an employee's status in full in a short time. In a few minutes a person's full record from the time of the filing of the application to the moment of investigation can be found.

JOHN J. HEALY,
GEORGE J. ANDERSON,
JAMES N. BUSSEY,
Municipal Civil Service Commission.

FRANK M. COLLINS,
Secretary.

Utica

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Utica respectfully submits the following report for the year 1915:

The names, occupations, dates of appointment and compensation of the Commissioners are as follows:

Arthur D. Jones.....	Insurance Agent ...	Jan. 1, 1914	\$300 per annum
Edward H. Ennis.....	Manufacturer	Jan. 1, 1914	300 per annum
George W. Gammel.....	Distributor	Jan. 1, 1914	300 per annum

Curtis F. Alliaume, appointed February 17, 1910, is chief examiner and secretary, receiving a salary of \$600 per annum.

Commission held 32 meetings during the year.

There are 49 persons in the Unclassified Service.

The Classified Service is subdivided as follows: Exempt Class, 36; Competitive Class, 295; Non-Competitive Class, 28; Labor Class, 67.

Competitive examinations were held as follows:

Title of position	Number passed	Number failed
Engineer (Fire Department)	5	0
Axeman	2	0
Inspector (Public Works)	12	0
Inspector of Watershed	1	0
Captain (Fire Department)	10	0
Lieutenant (Fire Department)	34	0
Clerk (female)	23	2
Fireman	31	5
Mechanician	5	0

Lack of competition, in the opinion of the Commission, for the position of axeman was due to low salary and uncertainty as to term of work; for inspector of watersheds, to employment being of a temporary character.

Notice of all examinations is posted on bulletin board in the City Hall, and published in three daily papers. All examinations are prepared and rated by the chief examiner, and with other records, are preserved in accessible files and open to inspection of appointing officers.

One non-competitive examination was held for the position of nurse in training. There were ten candidates, all being successful.

Provisional examination was held for the position of engineer, fire department. Competitive examination for this position was subsequently held.

Sixty-four laborers were registered and appointed.

Commission reports 23 exempt appointments, 32 competitive appointments, 10 non-competitive appointments, 2 competitive removals, 3 exempt resignations, 3 competitive resignations and 7 non-competitive resignations. Of the 23 exempt appointments, the Commission states that 20 were to the position of instructor, summer playground, said position being of a temporary character.

Promotions were made as follows: 4 to position of lieutenant, fire department, salary \$1,138.50 per annum; 2 to position of captain, fire department, \$1,214 per annum; 1 to position of sergeant, police department, \$1,080 per annum. All the promotions were made as result of examination.

The pay rolls are reviewed by the Commissioners and checked with the official roster. Same are then certified by the chief examiner and secretary if found to be correct.

In answer to question as to employees of the city, whose accounts for services are paid without certification by the Commission, Commission states that the salary accounts of library employees are not certified. This exception is fixed by court decision.

All laborers are registered and certified before appointment in accordance with provision of the law.

The advice, counsel and courtesies of the State Civil Service Commission, its secretary and chief examiner during the past year have been very helpful and are appreciated.

Commission has a complete roster of the Classified and Unclassified Service, showing name, title of position, date of appointment and salary.

ARTHUR D. JONES,
EDWARD H. ENNIS,
GEORGE W. GAMMEL,

Municipal Civil Service Commission.

CURTIS F. ALLIAUME,
Secretary.

Watertown

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Watertown respectfully submits the following report for the year 1915:

The names, occupations and dates of appointment of the Commissioners are as follows: James M. Dorsey (president), clothier, 1899; Frank L. Massey, manufacturer, 1907; Harrison J. Angley, photographer, 1911. The Commissioners are not compensated.

David F. Lane, appointed January 20, 1914, is secretary to the Commission and receives a salary of \$300 per annum.

Commission held three meetings during the year.

There are 346 persons in the Unclassified Service.

The Classified Service is subdivided as follows: Exempt Class, 6; Competitive Class, 88; Non-Competitive Class, 8; Labor Class, 235.

Competitive examinations were held for the positions of lieutenant and patrolman, fire department. In the former examination there were 8 candidates, and in the latter 13 candidates, all being successful.

Notice of all examinations is posted on City Hall bulletin board, giving time, place, weight and nature of examination ten days prior, and also published in the two local newspapers; also written notice is sent to each applicant.

Examinations are prepared and rated by the secretary of the local Commission. Applications, ratings and eligible lists are preserved in accessible files and open to inspection of appointing

officers. Examination answer papers are kept only during the life of the list.

Two hundred and seventy-four laborers were registered and 235 employed. All laborers are registered in accordance with the provision of the law, except in emergency cases.

Commission reports 1 exempt appointment, 8 competitive appointments and 2 competitive resignations.

All pay rolls are certified by the secretary of the Commission after comparison with official roster.

Commission has a complete list of the Classified and Unclassified Service, showing name, title of position, date of appointment and salary.

JAMES M. DORSEY, *President*,
FRANK L. MASSEY,
HARRISON J. ANGLE, Y,
Municipal Civil Service Commission.

DAVID F. LANE,
Secretary.

Watervliet

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (Chapter 15, Laws of 1909), the Municipal Civil Service Commission of the city of Watervliet respectively submits the following report for the year 1915:

The names, occupations and dates of appointment of the Commissioners are as follows:

Joseph E. McNary.....	Searcher	Jan. 1, 1913
George Whitlock	Foreman	Jan. 1, 1913
William J. O'Connell.....	Manager	Jan. 6, 1915

Joseph T. Cavanaugh, appointed January 1, 1913, is secretary to the Commission and receives a salary of \$150 per annum.

The Commission held twelve regular and four special meetings during the year.

There are 41 persons in the unclassified service. In the classified service there are 25 in exempt class and 40 in competitive class.

Competitive examinations were held for the following positions: Janitor, department of education, 5 candidates, all successful;

Superintendent of fire alarm, 6 candidates, 5 successful; Chauffeur, fire department, 4 candidates, only 1 being successful.

Notice of examination is given by publication in the daily papers; also by posting in conspicuous places in different parts of the city, and on bulletin board in City Hall.

Examination papers are prepared and rated by the commissioners, and with other records are preserved in accessible files and open for the inspection of the public.

There were 5 appointments reported in the exempt class; 6 in the competitive class; 1 competitive removal; 1 exempt resignation and 2 competitive resignations.

One janitor in the police department, \$50 per month, was transferred to position of janitor in the City Hall, \$75 per month.

All payrolls are examined and checked with the official roster by the secretary, who is authorized to certify same, if found to be correct.

Commission has a complete roster of the classified and unclassified service, showing name, title of position, date of appointment and salary.

JOSEPH E. McNARY,
GEORGE WHITLOCK,
WILLIAM J. O'CONNELL,
Municipal Civil Service Commission.

JOSEPH T. CAVANAUGH,
Secretary.

Yonkers

To the State Civil Service Commission, Albany, N. Y.:

GENTLEMEN.—Pursuant to the provisions of section 11 of the Civil Service Law (chapter 15, Laws of 1909), the Municipal Civil Service Commission of the City of Yonkers respectively submits the following report for the year 1915:

The names, occupations, dates of appointment and compensation of the commissioners are as follows:

William H. Rubien			
(President)	Foreman	Jan. 1, 1914	\$500 per annum
Robert B. Hamilton..	Assistant Supt.	Jan. 1, 1914	500 per annum
Frank O. Brady.	Merchant	Jan. 1, 1914	500 per annum

James H. Malone, appointed January 1, 1914, is secretary and chief examiner, receiving a salary of \$1,200 per annum.

Commission held twelve regular and nine special meetings during the year.

There are 993 persons in the unclassified service.

The classified service is sub-divided as follows: Exempt class, 26; competitive class, 537; non-competitive class, 4; labor class, 742.

Competitive examinations were held as follows:

Title of position	Number passed	Number failed
Clerk	20	6
Axeman	29	14
Play leader	12	3

Notice of examinations is advertised in two papers ten days before holding same. All examinations are prepared and rated by the secretary, under the supervision of the Commission. All examination papers, ratings and eligible lists are preserved in accessible files and open to inspection of appointing officers.

Laborers were registered and appointed as follows:

Title of position	Number registered	Number appointed
Laborer	247	112
Watchman	5	2
Gardener	1	0
Driver	6	2
Teamster	4	2
Waitress	2	2
Assistant Laundress	1	1

Two appointments are reported to positions in exempt class; and 35 in competitive class.

The following promotions are reported: Rodman, engineering department, \$1,300 to transitman, engineering department, \$1,800; lieutenant, fire department, \$1,300 to captain, fire department, \$1,500; fireman, fire department, \$1,200 to lieutenant, fire department, \$1,300. All promotions were made after examination.

The superintendent of recreation was excepted from examination by resolution of this commission, approved by His Honor the Mayor and the members of this commission, under date of

May 24, 1915, and approved by your Honorable Board June 17, 1915.

All payrolls are checked with official roster, and certification is made by the secretary of the commission, if same are correct.

Commission has a complete list of the classified and unclassified service, showing name, title of position, date of appointment and salary.

WILLIAM H. RUBIEN, *President,*

ROBERT B. HAMILTON,

FRANK O. BRADY,

Municipal Civil Service Commission.

JAMES H. MALONE,

Secretary.

APPENDIX F

DIGEST OF COURT DECISIONS RELATING TO CIVIL SERVICE LAW
OPINIONS OF ATTORNEY-GENERAL

COURT DECISIONS

Digest of Court Decisions Relating to Civil Service Law

AMENDMENTS

SECTION 15 SUBD. 1, LAWS 1915, CHAP. 61, IN RELATION TO PROVISIONAL APPOINTMENTS

CIVIL SERVICE LAW

COMPETITIVE CLASS — WHEN REMOVAL WAS NOT FOR POLITICAL REASONS WITHIN MEANING OF SECTION 25.

1. An examiner of municipal accounts in the office of the State Comptroller, belonging to the competitive class, but not being a veteran or exempt fireman, who has been removed because he gave to a newspaper a copy of a portion of a report made by him to the Comptroller, but which had been eliminated from the report after it reached the Comptroller's office, is not entitled to a writ of mandamus ordering his reinstatement, upon the ground that his removal was for political reasons within the meaning of section 25 of the Civil Service Law, where there is no claim that he was removed for any other cause, or that he did not have an opportunity to make an explanation. It was not intended by section 25 of the Civil Service Law that one holding a civil service position should be under no obligation to "render any political service" in the most comprehensive use of the word "political." It was merely intended to separate the civil service of the State from the political obligations of the individual, and not to keep in office every civil service employee, no matter how detrimental he might be to the orderly administration of the affairs of the State. (PEOPLE *ex rel.* GOLDSCHMIDT *v.* TRAVIS, 167 App. Div. 475.)

COMPETITIVE CLASS — APPOINTMENT WITHOUT EXAMINATION — SUSPENSION OF RULES — REMOVAL OF APPOINTEE FOR ECONOMICAL REASONS.

2. Where, at the request of a public officer, the State Civil Service Commission suspends the rules pursuant to subdivision 2 of

section 15 of the Civil Service Law so as to permit the appointment of a person to a position in the competitive class without examination upon the ground that peculiar and exceptional qualifications are required, the appointee is *pro hac vice* placed in the non-competitive class, and, hence, becomes subject to removal under circumstances applicable to persons in such class, and is not entitled to be reinstated upon the ground that he was removed from his position without notice. Even assuming that such appointee would be entitled to notice and an opportunity to explain before his removal, he is not entitled to reinstatement where he was not removed for any delinquency, but through motives of economy, there being no work for him to do. (PEOPLE *ex rel.* ROSENTHAL *v.* TRAVIS, 169 App. Div. 203.)

DISCHARGE OF EMPLOYEE OF HIGHWAY DEPARTMENT —
FAILURE TO ASSERT RIGHTS AS VETERAN — MANDAMUS

3. Where an employee in the Highway Department was discharged after having been given an opportunity to explain an expense voucher filed by him and alleged to have been false, the Highway Commissioner being at the time ignorant of the fact that the employee was a Spanish War Veteran and entitled to preferential consideration, and the Commissioner reinstated him after learning that he was a veteran, but the employee, who had been idle for four months, delayed another twenty days, and then applied for a writ of mandamus requiring the payment of his salary during the time of his discharge, the writ should be denied. As the relator did not notify the Commissioner that he was a veteran at the time of the hearing or claim any rights as such, it is immaterial that he had previously filed with the department papers showing that he was an honorably discharged veteran. (MATTER OF KNAPP *v.* DUFFEY, 169 App. Div. 794.)

REARRANGEMENT OF OFFICE FORCE

4. Neither the Civil Service Law, nor the rules, forbid a simple rearrangement in the force of a public office without increase of pay or rank of the person affected by the change. (PEOPLE *ex rel.* RUDD *v.* CROUSEY, 215 N. Y. 451, rev'g 166 App. Div. 903.)

REMOVAL FROM OFFICE FOR POLITICAL REASONS — SECTION 22
CONSTRUED — MANDAMUS

5. Section 22 of the Civil Service Law relates only to the removal of veterans of the wars and of fire departments, and does not authorize such writ in the case of the removal of a chief clerk in the office of the State Engineer, said person not being a veteran. (PEOPLE *ex rel.* SOMERVILLE *v.* WILLIAMS, 170 App. Div. 124.)

SPANISH-AMERICAN VETERAN — MANDAMUS TO COMPEL REIN-
STATEMENT

6. Section 22 of the Civil Service Law relating to veterans of the Spanish-American war does not give them a preference "in appointment and promotion" which includes a preference "in retention" but provides only that no such veteran who holds a position, etc., shall be removed except for incompetency or misconduct shown after a hearing upon due notice and stated charges and that if his position is abolished or becomes unnecessary for reason of economy or otherwise he shall be transferred to any branch of the service he shall be fitted to fill, meaning in case a vacancy exist; otherwise his name shall be put on a special list. Laying off or suspension for lack of work or lack of appropriation, no one else being appointed to fill the position, is in effect abolishing the position and not a removal within the meaning of the statute. Where petitioner for a writ of mandamus to compel his reinstatement in the civil service claims to have been removed without a hearing but concedes and alleges that he received a letter "laying him off" on the ground of lack of work and lack of appropriation and for the purpose of reducing the force and does not specifically deny that his services were dispensed with for lack of appropriation or work or that his removal was in bad faith for the purpose of removing him without a hearing, his application will be denied. (MATTER OF REILLY *v.* SMITH, 92 Misc. Rep. 309.)

VETERANS OF SPANISH WAR — MANDAMUS

7. The relator, a veteran of the Spanish war, on December 6, 1910, was appointed a mortgage tax appraiser in the civil service and served in such position until July 31, 1914, from which time

he was out of service until May 24, 1915, when he was restored to his former position. On his application for a mandamus to reinstate him for the time he was out of service and to pay him the salary of the position during that time, it appeared that he was not actually removed from the position, but about the first of July, 1914, his salary, which had theretofore been \$1,800 a year, was reduced by the state board of tax commissioners to \$900 a year. Relator treated the reduction as a removal and withdrew from the position and the board regarded his withdrawal as a resignation. It further appeared that there were two other mortgage tax examiners at the time in the office of the tax commissioners. The salary of neither of them was reduced and no question was made as to the qualification of relator. Held, that a mandamus might issue compelling the state board of tax commissioners to restore relator's salary for the period he was out of the position to \$1,800, or to reinstate him. (PEOPLE *ex rel.* JONES *v.* SAXE, 92 Misc. Rep. 409.)

WHEN VETERANS OF SPANISH WAR NOT ENTITLED TO BE RETAINED IN HIS POSITION IN PREFERENCE TO OTHER EMPLOYEES NOT VETERANS — WHEN PETITION FOR REINSTATEMENT DOES NOT ENTITLE TO TRANSFER.

8. Upon a reduction of the force in the department of water supply, etc., of the city of New York a veteran of the Spanish war is not entitled to be retained in his position of assistant engineer in preference to other employees who are not veterans. Where relator, before being advised as to his probable dismissal, had applied for a transfer to a position made vacant by the retirement of the holder in preference to one not a party to the present proceeding, his petition for reinstatement does not entitle him to a transfer to said position. (PEOPLE *ex rel.* WAGNER *v.* WILLIAMS, 91 Misc. Rep. 135.)

TRANSFER — STENOGRAPHER TO CLERK — COMPETITIVE EXAMINATION.

9. The transfer of one holding the position of stenographer and private secretary in a public office to that of clerk in the same office, at the same salary, is not a promotion within the terms of

rule XIV of the State Civil Service Commission and the one transferred is not required to submit to a competitive examination. (PEOPLE *ex rel.* RUDD v. CROPSEY, 215 N. Y. 451, rev'g 166 App. Div. 903.)

VETERAN VOLUNTEER FIREMAN — DISMISSAL OF NOT A VIOLATION OF SECTION 14 — ALTERNATIVE WRIT OF MANDAMUS.

10. Relator, a veteran volunteer fireman holding a position in the competitive class in the department of water supply, etc., of the city of New York, was dismissed or suspended in consequence of the reduction of the number of employees in that department. Held, that as relator's duties were not necessarily appurtenant to his position or to any position in the competitive class, the transfer of some of such duties to an employee holding a position in the exempt class was not a violation of section 14 of the Civil Service Law which provides that "no person shall be transferred to, or assigned to perform the duties of, any position subject to competitive examination, unless he shall have previously passed an open competitive examination equivalent to that required for such position, or unless he shall have served with fidelity for at least three years in a similar position," nor did the facts justify the inference as matter of law that relator's dismissal or suspension was in bad faith, and no case was made out for the granting of a peremptory writ of mandamus to compel his reinstatement. Where, however, upon the petition and the opposing papers an issue is raised as to whether relator's dismissal or suspension was in good faith in a legal sense, an alternative writ of mandamus may be granted to try out such question, and also, if relator desires, the question whether or not his duties were transferred to an employee in the exempt class. (PEOPLE *ex rel.* SKILTON v. SMITH, 91 Misc. Rep. 131.)

SECTION 26 — RECEIPT OF POLITICAL CONTRIBUTIONS.

11. In People *ex rel.* Johnson v. Connolly, 168 App. Div. 919, on certiorari to review the determination of the respondent in removing relator from the position of chief engineer of the bureau of sewers in the county of Queens, the court (Putnam, J.) said: The uncontradicted testimony showed that relator's conduct in

receiving political contributions in the bureau of sewers was against the Civil Service Law (§ 26), and violated the corresponding provisions of the Penal Law (§ 774). Although the relator did not solicit contributions, and gave no intimation that failure to pay might affect the employee's future position, the law is against payments, even unsought, if made and taken in a State or municipal office, especially if paid to an official superior. The influence of such position is not less effective if silently exerted. The limits by these statutes to contributions asked, or payments made within the building or room of the city or State, are presumably due to what were deemed the reasonable and constitutional freedom of citizens when in private life. The Legislature of New York, following various Federal statutes, aimed to check a political abuse in taking party tribute from officers when within their office surroundings. . In such official relations the call and pressure to pay for political purposes are felt without express demand or any open threats. Our statutes, therefore, would keep such contributions purely voluntary, as from citizens in private life, which character they cannot have if paid over at official desks in city bureaus. The determination of the president of the borough of Queens, removing the relator is, therefore, confirmed and the writ dismissed, with fifty dollars costs and disbursements. Jenks, P. J., Burr, Carr and Rich, JJ., concurred.

REPEAL OF PROVISIONS OF SECTION 22 AS AMENDED IN 1910 —
CHARTER OF CITY OF LOCKPORT — REMOVAL OF VOLUNTEER
FIREMEN — WHAT NOT A "PROMOTION."

12. Under the saving clause in section 376 of the charter of the city of Lockport (Laws 1911, chap. 870), the repeal of the provisions of section 22 of the Civil Service Law as amended in 1910, relative to the removal of volunteer firemen, and the enactment of section 202 of said charter which provides that the employees of the water board shall severally hold their positions during its pleasure, do not affect or impair the right to a hearing before removal of one who before the charter by appointment of said board held the position of chief electrical engineer. After relator had served the required time in the volunteer fire department in the city of Lockport he was, after competitive examination,

appointed by the city water board as an assistant electrical engineer. Held, that his appointment to the position of chief electrical engineer was not a "promotion" within the meaning of the constitutional provision that all promotions in the civil service shall be made according to merit and fitness to be ascertained so far as practicable by examinations, it appearing that both positions were classified in the same group and grade and the difference in salary was less than one hundred dollars a year. (MATTER OF MURRAY, 88 Misc. Rep. 625.)

MANDAMUS

REMOVAL FOR "POLITICAL OPINIONS OR AFFILIATIONS" — SECTION 25.

1. A writ of mandamus is not available to an employee who alleges that his removal from office was due to "political opinions or affiliations" contrary to the provisions of section 25 of the Civil Service Law. (PEOPLE *ex rel.* SOMERVILLE *v.* WILLIAMS, 170 App. Div. 124.)

TO COMPEL REINSTATEMENT OF EXEMPT FIREMAN AFTER REMOVAL — LAWS OF 1914, CHAPTER 111.

2. One appointed to the office of executive secretary to the State Architect after the taking effect of chapter 111 of the Laws of 1914, which made the secretary or assistant secretary of the State Architect removable at his pleasure, is not entitled to a writ of mandamus to compel his reinstatement after removal, though he be an exempt fireman and no charges were made against him. (MATTER OF WILLARD, 92 Misc. Rep. 30.)

MEANING OF "PROMOTION" IN CIVIL SERVICE LAW.

3. Where the salary of relator holding a classified position on the field staff of the engineering service of the Borough of Queens was reduced from the maximum of \$2,100 to \$1,800, the minimum salary, following an inquiry by the acting president of said Borough into the quality and quantity of relator's work, his general conduct, punctuality, attendance, executive ability and capacity for initiative, as well as into the salaries of other engineers doing the same class of work and receiving less pay therefor, a motion for a peremptory writ of mandamus restoring his salary to \$2,100

will be denied, there being no suggestion upon the record that the reduction of his salary was prompted by improper motives, or was contrived to trick him or to circumvent the law. (MATTER OF HURLBUT, 88 Misc. Rep. 679.)

NEW YORK CITY

BOARD OF EDUCATION — ALDERMEN TO FIX SALARIES

1. Where the board of aldermen of the city of New York, has adopted a resolution creating the position of draftsman in the department of education and fixed the salary, the board of education is powerless to increase or decrease such compensation. (PITT v. BOARD OF EDUCATION, 216 N. Y. 304, rev'g 159 App. Div. 905.)

WHEN SALARIES FIXED BY ALDERMEN BOARD OF EDUCATION MAY NOT CHANGE

2. Plaintiff, appointed to that position by the board of education was for a considerable period paid a less sum than that fixed by the board of aldermen. Several years afterward, the board of education attempted to increase his salary and thereafter he filed a claim and demand for certain arrears of salary earned before such attempted increase, and when payment thereof was refused, this action was commenced for the balance. The defendant asserts that a release was given by the plaintiff in return for the change of position on the part of the board of education, and, therefore, there was a valuable consideration therefor. Held, that since the board of education had no power to decrease or increase the salary of plaintiff, there was an absence of consideration for the instrument signed by plaintiff and that he was entitled to recover for six years services prior to the date of the demand and claim. (PITT v. BOARD OF EDUCATION, 216 N. Y. 304, rev'g 159 App. Div. 905.)

BOARD OF EDUCATION — DISCHARGE OF EMPLOYEES IN A DESIGNATED CLASS — TRANSFER OF DUTIES — ABOLITION OF UNNECESSARY POSITIONS

3. The board of education of the city of New York may, when work is slack, decrease its force by discharging some of a specially designated class and transfer to others the duty of performing

the work which was formerly done by the persons discharged. Where the discharge of an employee by the board of education of the city of New York is justified, the question of malice or bad faith on the part of his superiors is immaterial. The board of education of the city of New York has power to abolish unnecessary positions. (PEO. *ex rel.* KAUFMAN *v.* BOARD OF EDUCATION, 166 App. Div. 58.)

BOARD OF EDUCATION — NOTICE BY COMMITTEE TERMINATING PERIOD OF EMPLOYMENT AT END OF PROBATIONARY PERIOD — SUBSEQUENT RATIFICATION BY BOARD OF EDUCATION

4. Under the Civil Service Law, the rules of the Municipal Civil Service Commission of the city of New York and the Greater New York charter, a notice by a committee of the board of education terminating the employment of an accountant at the end of his probationary period is effective to terminate his connection with the department, although not ratified by the board until after the expiration of the probationary period. (MATTER OF GOLDSCHMIDT *v.* BOARD OF EDUCATION, 170 App. Div. 395.)

CIVIL SERVICE LAW APPLIES — SEPARATE LISTS ACCORDING TO RESIDENCE IN BOROUGHES OF APPLICANTS QUALIFIED FOR PROMOTION IN CLERICAL POSITIONS — RIGHT OF VETERAN TO PREFERENCE IN PROMOTION — PEREMPTORY WRIT OF MANDAMUS

5. The Civil Service Law applies to the city of New York, except as limited or repealed by the provisions of the city charter. The Civil Service Commission of the city of New York has no authority to divide, after an examination, those thereby qualified for promotion in clerical positions into separate eligible lists, according to their residences in the different boroughs, and to prefer those from one of such residential lists to the exclusion of others not upon such list, who are entitled to preference by the result of such examination, or by other qualifications, such as being a veteran. Section 18 of the Civil Service Law does not authorize such a division, for it relates to appointments, not promotions, and is confined to the labor class in cities, and a clerk is not a laborer within the contemplation of such section, hence an honorably discharged veteran sailor of the Civil War employed as a clerk in the

street cleaning department of the city of New York whose rights have been prejudiced by the division of eligible lists according to the boroughs, and the subsequent promotion of clerks not veterans, may apply for an alternative writ of mandamus. (PEO. *ex rel.* FRANKLIN *v.* FETHERSTON, 168 App. Div. 416.)

DEPARTMENT OF WATER SUPPLY, ETC.—NUMBER OF POSITIONS
MAY BE REDUCED — REINSTATEMENT DENIED — WHAT
JUSTIFIES MANDAMUS

6. Under the Civil Service Law the head of the department of water supply, etc., of the city of New York, acting in good faith, may reduce the number of positions in his department, suspend the incumbent and assign their duties to other employees of the department in the competitive class. Where relator, holding a position in the competitive class in said department, was dismissed in pursuance of a plan for the reduction of the number of employees owing to the need of retrenchment, and his work was not given to employees in the non-competitive or exempt class or to any employee to whose position or title such work was inappropriate, his application for reinstatement will be denied. The mere unsupported allegation in the petition for relator's reinstatement of bad faith on the part of the head of the department is not enough to justify the granting of either a peremptory or alternative writ of mandamus. (MATTER OF COLLIGAN *v.* WILLIAMS, 91 Misc. Rep. 128.)

DEPARTMENT OF WATER SUPPLY, ETC.—MECHANICAL ENGINEER

7. An order of the Appellate Division (169 App. Div. 934) which affirmed an order of the Special Term denying a motion for a peremptory writ of mandamus to compel the reinstatement of relator in the position of mechanical engineer in the department of water supply, etc., of the city of New York was affirmed in (PEO. *ex rel.* POMMER *v.* THOMPSON, 216 N. Y. 721).

SUPERINTENDENT OF BUILDINGS — DISMISSAL OF INSPECTOR SUB-
JECT TO CIVIL SERVICE LAW

8. Except as affected by the requirements of the Civil Service Law, the employees specified in section 406 of the Greater New York charter are subject to removal in the discretion of the super-

intendent of buildings and the exercise of that discretion is not limited by section 1543 of said charter, and the fact that a hearing was granted neither enlarged the employee's rights nor deprived the superintendent of his discretionary power to dismiss. (PEO. *ex rel.* McKEON *v.* LUDWIG, 215 N. Y. 389, rev'g 165 App. Div. 219.)

VOLUNTEER FIREMEN — TRANSFER OF DUTIES TO ANOTHER —
WHEN ACTION OF COMMISSIONER OF WATER SUPPLY WILL
NOT BE INTERFERED WITH BY COURT

9. The rights of a veteran volunteer fireman holding the position of assistant engineer in the department of water supply, etc., of the city of New York are prescribed by section 22 of the Civil Service Law and he is not entitled, upon a reduction of the force, to be retained until all non-veterans holding positions similar to his have been dismissed. The transfer of relator's duties to another assistant engineer already in the department was not the appointment of any one in his place, nor was the continuation of an engineer in another borough to do similar work at a reduced salary a denial of relator's right to a preference in appointment. The action of the commissioner of the department of water supply, etc., in reducing the number of employees in his department in the interest of economy will not be interfered with by the court. (PEO. *ex rel.* OSTERHOUT *v.* WILLIAMS, 91 Misc. Rep. 95.)

OPINIONS OF ATTORNEY-GENERAL

State Transfer Tax Appraiser — Removal by Comptroller — Veterans or Exempt Firemen not Protected by Civil Service Law — Tax Law, Section 229 — Civil Service Law, Sections 21, 22

Transfer tax appraisers appointed by the State Comptroller for the various counties may be removed by him at pleasure. The provisions of the Civil Service Law limiting the power of removal in cases of exempt firemen or veterans do not apply.

INQUIRY

A State transfer tax appraiser for the county of Kings, who is an exempt fireman, denies the right of the Comptroller to remove him without charges involving incompetency or misconduct, and a hearing upon those charges.

OPINION

Section 229 of the Tax Law, formerly section 230, under which the transfer tax appraiser was appointed, provides as follows:

“ The State Comptroller shall appoint and may at pleasure remove not to exceed * * * four persons in the county of Kings * * * to act as appraisers therein.”

In *People ex rel. McNeile v. Glynn*, 128 App. Div. 257, which involved a question precisely similar to the one now presented me, the persons in both instances being transfer tax appraisers for the county of Kings, removed or intended to be removed by the Comptroller, the court traces down the Tax Law and Civil Service Law amendments and points out that chapter 658 of the Laws of 1900, section 230, an amendment to the Tax Law, giving the Comptroller power to appoint and “ at pleasure remove ” transfer tax appraisers in Kings and other counties, superseded, because later enacted, the provisions of the earlier Civil Service Law (sections 21 and 22) limiting the power of removal with respect to veterans and exempt firemen. Thereafter the Civil Service Law was enacted without change in the removal sections, and still later a new Tax Law was enacted retaining section 230 in its original language, thus, the

court observes, leaving the relative force of the statutes as they were when the Comptroller was given power with respect to transfer tax appraisers to disregard the removal provisions of the Civil Service Law.

Continuing, the court construes the words "at pleasure remove" to be entirely inconsistent with any restriction elsewhere on that power.

"There could have been no broader, more comprehensive or better understood language used than that the Comptroller could remove 'at pleasure.' The absolute right to remove could not be exercised if, as a condition of its exercise, the Comptroller had to prefer and sustain charges against an incumbent of incompetency or misconduct, with the right in the courts to review and set aside his act against the will and pleasure of the Comptroller. Such an inconsistent and anomalous condition was never intended by the Legislature. If such a construction were given, the words 'may at pleasure remove' are without meaning and of no effect, a result which the court is not at liberty to declare. The only construction that can be given is that the legislative intent was that there should be no restriction upon the right and power of the Comptroller to remove any appraiser appointed by himself or his predecessors in office, whether such appraiser was a veteran or had been a fireman or not, and that such removal was absolute and final and not the subject of review by the courts."

I am compelled, therefore, by the above judicial authority, to conclude that the appraiser cannot question or review the action of the Comptroller in removing him.

Dated, January 22, 1915.

E. E. WOODBURY,
Attorney-General.

TO HON. EUGENE M. TRAVIS, *State Comptroller, Albany, N. Y.*

State Engineer's Department — Abolishment of Positions in the Civil Service — Rights of Veterans and Exempt Firemen — Civil Service Law, Section 22

An exempt fireman or Spanish War veteran has no preference in retention in the civil service when positions in his grade are being abolished. If dismissed from the service, owing to the abolishment of his position

for reasons of economy, he cannot demand transfer to another position in the same department unless he can show there is a vacancy in that other position, that the position draws the same compensation, and that he is fitted to fill it.

INQUIRY

Several communications from the State Engineer related to the recent reduction in the number of employees in that department. Many of the employees who have lost their places are demanding that the State Engineer reinstate them on the ground that because they are exempt firemen or veterans of the Spanish War, the State Engineer had no authority to dismiss them from the service. The State Engineer desires me to pass upon his power under the Civil Service Law to discharge these men.

OPINION

The positions occupied by the employees dismissed were those of supervising engineer, auditor, terminal division engineer, resident engineer, assistant engineer, levelers, rodmen, chainmen, engineering draftsmen, etc. From the communications of the State Engineer I am informed that in no case were these men removed from the positions they occupied. On the contrary, their positions were abolished for reasons of economy, the department having sufficient employees in other positions to carry on the work.

It has been very recently determined, and I need but call attention to the decision (People *ex rel.* Davison *v.* Williams, 213 N. Y. 130) that no one other than a veteran of the Civil War has, when positions are being abolished, a right to claim that he shall be the last to go; and he may claim that right only when other positions of the same grade are being continued. (Matter of Stutzbach *v.* Coler, 168 N. Y. 416.) No preference in retention in the service is given an exempt fireman or Spanish War veteran, even if others of the same grade are being retained. A vacancy cannot be created for them to fill.

The duties of the positions abolished may be transferred to other existing positions, but no new positions can take over merely the same duties without entitling the employees dismissed to be retained in those new positions.

With respect to the duty of the State departments to transfer a veteran or exempt fireman whose position has been abolished

to some other position in the same branch or other branch of the service, section 22 of the Civil Service Law provides:

“ * * * If the position so held by any such honorably discharged soldier, sailor or marine or volunteer fireman shall become unnecessary or be abolished for reasons of economy or otherwise, the said honorably discharged soldier, sailor or marine or volunteer fireman holding the same shall not be discharged from the public service, but shall be transferred to another branch of the state service for duty in such position as he may be fitted to fill, receiving the same compensation therefor, and it is hereby made the duty of all persons clothed with power of appointment to make such transfer effective. * * * ”

There are not, the office of the State Engineer asserts, any other vacant positions in that office, receiving the same salary, in which the persons dismissed can be placed. The burden of disproving that fact will rest upon the employee seeking reinstatement. He must show that there is another position vacant, that that position has attached to it the same salary or compensation, and that he is fitted to fill it. (Matter of Breckenridge, 160 N. Y. 109.)

The State Engineer, therefore, cannot by mandamus be compelled to transfer a veteran or an exempt fireman to another position if he has no such position vacant; and the duty of placing the dismissed employee in some other department falls upon the appointing power of such other department. Nothing in the foregoing language should be construed to refer to positions which may be established by law beyond the power of State officers to abolish. Resident engineers appointed pursuant to the Barge Canal Act, section 8 of chapter 147 of the Laws of 1903, may be removed “at the pleasure” of the State Engineer regardless of the fact that they are veterans or firemen. (People *ex rel.* McNeile *v.* Glynn, 128 App. Div. 257.)

Dated, January 26, 1915.

E. E. WOODBURY,
Attorney-General.

To Hon. FRANK M. WILLIAMS, *State Engineer and Surveyor,*
Albany, N. Y.

**State Constitution, Article V, Section 9. State Law, Section 141
— State Census, Clerks and Assistants. Civil Service,
Legislative Classification and Exemption**

The act of the Legislature in providing for the appointment temporarily and without examination of additional clerks and assistants by the Secretary of State in connection with the State enumeration empowers him to determine merit and fitness and to make appointments of clerks and assistants as these terms are fairly used, without reference to eligible lists of the State Civil Service Commission. It cannot be determined at this time that the Legislature has made an error in judgment or abused its discretion so as to violate the Constitution in so providing.

INQUIRY

From the Secretary of State:

“In the enumeration of the State census, pursuant to chapter 155 of the Laws of 1915, it is necessary for me to appoint a clerical force in the main office, here in Albany, and also in the branch offices in New York City, Brooklyn and Buffalo. These appointees will be required to do clerical work, such as typewriting, stenographic work, filing, indexing, general statistical work and the compilation of reports made by the enumerators in the different election districts of the State. These appointments will be temporary, not exceeding three months.

“I will be obliged if you will notify me whether it is necessary for me, under the above statute, to select the same from eligible lists submitted by the Civil Service Commission, or whether I have authority, under the above statute, to make these appointments without reference to civil service lists.”

OPINION

Civil service requirements of general application were a legislative creation long before guarantees were given by the Constitution. (Laws of 1883, chapter 354.) When section 9 of article V became effective in 1895, it was not intended to supersede the civil service scheme embodied in statutes, but simply threw the mantle of protection over certain principles, making them secure from administrative or legislative alteration; and so it was required,

“Appointments and promotions in the civil service of the

state * * * shall be made according to merit and fitness to be ascertained, so far as practicable, by examinations, which, so far as practicable, shall be competitive. * * *

This is the whole of the fundamental law directly applicable to the submitted case. The Court of Appeals said of the effect of the Constitutional amendment in *People ex rel McClelland v. Roberts*, 148 N. Y. 360, 369 (1896):

“Moreover, it is evident from the language of the new provision of the Constitution and from the debates in the convention which followed its introduction into that body that it was framed and adopted with reference to existing laws, which were intended to give it immediate and practical operation.”

However, the court recognized the legislative control over the civil service statutes, saying:

“If the Legislature should repeal all the statutes and regulations on the subject of appointments in the civil service, the mandate of the constitution would still remain, and would so far execute itself, as to require the courts, in a proper case, to pronounce appointments without compliance with its requirements illegal.” (P. 366.)

The vicissitudes through which the statute passed at the hands of the Legislature and of administrative officials from the time of its enactment until embodied in substantially its present form by the “White Law” of 1899, is interestingly told in a paper by the chairman of the present Civil Service Commission. (Revision of the State Constitution, Papers on Special Topics, Part I, p. 251.)

That the constitutional provision was to be given practical operation under existing legislation, supplemented and amended from time to time, is clearly established under the *McClelland* case (*supra*) and under *People ex rel. Sweet v. Lyman*, 157 N. Y. 368, and *People ex rel. Schau v. McWilliams*, 185 N. Y. 92. But at the same time it was recognized that authority delegated might, at any time, be reassumed at its source, the Legislature.

A Civil Service Commission has been continued. (Civil Service Law, § 3.) They have been given power to effect the purposes of the statute by rule. (Section 6.) The classified and unclassified service have been defined (§§ 9, 10) as have the exempt and competitive classes (§§ 13, 14, 17). Enlarging upon this, the positions in the exempt and noncompetitive classes have been designated and enumerated in each particular department, State and municipal, by rule of the Commission. (Rules V and XVIII, Civil Service Commission.) Rules for examination have been laid down. Appointment, probation, promotion and separation from the service have been provided for by the general law administered by the State Civil Service Commission.

Consequently, there has grown up a great body of law based upon legislative, judicial and administrative interpretation of the Constitution and of the statute. The substance of this may not be swept away by any act of legislation; it will remain to illumine and define the meaning of the fundamental law. Still, this must not blind us to the fact that a statute owes its inception and existence to the legislative department; it may be amended, revised and repealed at the will of its makers and the action will be valid where not violative of the Constitution as expressed and properly interpreted and understood. Consequently, the Legislature may take upon itself to perform the duties usually delegated to the Civil Service Commission; the Legislature may, by particular enactment, designate classifications, define competitive and noncompetitive positions without the interposition of an administrative board to perform this function. Recently the Attorney-General urged upon the Court of Appeals the proposition that

“It was never intended by the framers of the constitutional civil service provision that the legislature should directly determine the practicability of competitive examinations or classify positions without delegation to an administrative commission.”

The Court of Appeals, however, did not apply this proposition but held simply that the Legislature had not exercised its power, unquestioned by the court, to classify the position of probation

officer in the exempt class. (Matter of Simons v. McGuire, 204 N. Y. 253.) It was afterwards said in citing this case that

“The question of the power of the Legislature to classify positions in the civil service has never been squarely decided, but the tendency of our courts would seem to accord the Legislature this power.” (1914, Attorney-General’s Opinions, 95, 96.)

This is in accord with expressions used by Chief Judge Cullen in the earlier case of *People ex rel. Schau v. McWilliams* (*supra*), where he said (p. 97):

“I admit that the propriety of classifying this office as competitive or non-competitive involves in a high degree the exercise of judgment, but the judgment is that of the *legislative* or *executive* officer rather than that of the judge.”

Let us examine what the Legislature has done in this case. It has provided in section 141 of the State Law as amended by chapter 155 of the Laws of 1915, that:

“He may in his discretion and without examination appoint temporarily such additional clerks and assistants as in his opinion are actually necessary to properly perform the duties imposed upon him by this article, and remove them at pleasure and fix their compensation, provided that the total amount paid therefor shall not exceed the amount appropriated and available for such purpose. The persons so appointed as such additional clerks and assistants shall be qualified to the satisfaction of the secretary of state to perform the duties required of them.”

So it has reassumed a power ordinarily delegated by expressly declaring that the constitutional requirement of selection by competitive examination is inapplicable and has left to the Secretary of the State the determination of merit and fitness; the statute by its terms prevents the application of the general provisions of the Civil Service Law and transfers to another officer the power usually exercised by the Commission to determine practicable means for ascertaining merit and fitness. It may be true that there exist eligible lists already prepared by the Civil Service Commission, or which they stand ready to prepare, but the Legis-

lature has plainly and unequivocally exempted employees from any requirements for qualifying on such lists. Now, has the Legislature exceeded its powers by this enactment?

The legality of exempting these positions from examinations and of delegating the determination of merit and fitness should be examined in the light of the rules laid down by the courts in cases where the power was exercised by the ordinary authority, the Civil Service Commission. This is well stated in the *Schau* case, to which I have referred frequently herein:

“On the other hand, if the position be by *statute* or from its nature exempt from examination and the action of the commission is palpably illegal, the commission may be compelled to strike the position from the competitive or examination class, though in such case redress by mandamus would often be unnecessary, as a valid appointment could be made notwithstanding the classification. But where the position is one, as to the proper mode of filling which there is a fair and reasonable ground for difference of opinion among intelligent and conscientious officials, the action of the commission should stand, even though the courts may differ from the commission as to the wisdom of the classification.” (P. 99.)

To the same effect see *People ex rel. Merritt v. Kraft*, 145 App. Div. 662 (Third Department); *Matter of Weekes v. Kraft*, 147 App. Div. 403 (Third Department); *People ex rel. Murphy v. Kraft*, 155 App. Div. 856 (Third Department); *People ex rel. Weatherly v. Milliken*, 72 Misc. 430 (Albany Special Term).

That difference of opinion as to the proper mode of filling these positions has already arisen is indicated by the memorandum of the Governor filed with his approval of the bill, in which he said:

“This bill is objectionable in that it directs that the appointment of supervisors, enumerators, and additional clerks and assistants shall be made by the Secretary of State, ‘without examination.’ This provision is contrary to the spirit of the Constitution and to the principles underlying the State Civil Service Law. The question whether examinations are practicable should be left to the determination of the State

Civil Service Commission, which has experience in those matters and is well qualified to determine such questions.

“ I am of the opinion that laws should not be passed which take the determination of these questions from the State Civil Service Commission. After a conference with the chairman of the Civil Service Commission and the Secretary of State, I am satisfied that there is a necessity for beginning at once the work of taking the enumeration; except for this I should feel that I ought to withhold my approval from this bill in its present form for the reasons stated. The necessity for immediate action by the Secretary of State in prosecuting the work required under the measure compels me to give it my approval.”

In addition to his justification of the policy of the law on the ground of the necessity for immediate action, it is urged that the exact nature of the duties required may be ascertained only as the work develops, and that, consequently, it is difficult to prepare examinations for such uncertain requirements; that the work is temporary, variable and special, covering a field for which experience is not available to frame competitive examinations, and requiring instead the personal examination of candidates' qualifications by the officer directly responsible. As Chief Judge Cullen said in the Schau case:

“ The proper classification of a part of the civil service depends in no small degree on the practical operation of the classification. *A priori* arguments must often yield to actual experience.”

For those employed as stenographers or typists, strictly and solely, we already have the benefit of experience indicating that competitive examinations are practicable for determining merit and fitness in such employment; but if we assume that a combination of duties is required of the typist and stenographer, or novel and special qualifications are needed, the difficulties of examination upon which the Legislative act was based, present themselves. Consequently, we have the varying opinions of the executive, legislators and administrative officers all leading to the result that the classification and method of examination provided is justified. The Legislature clearly has the right to assume the

power of classification; having done so, under familiar principles of construction, every presumption favors the validity of its act. The Legislature and the Governor have determined certain facts as to the character and requirements of these positions and in doing so have presumably exercised a high degree of judgment and discretion. With such a presentment it cannot now be determined as a matter of law that the Constitution has been violated by the statute.

It is my opinion, therefore, that the solemn act of the Legislature, sanctioned by the executive, even though reservedly, and committed to the administration of an elected State official, may not be condemned as "palpably illegal" and unconstitutional upon its very face. Unless actual experience develops the practicability of competitive examinations to determine merit and fitness, "clerks and assistants," within the fair meaning of these terms, may be employed as provided for by the amended State Law.

For the present, then, the statute must be obeyed. If experience teaches that the Legislature has made a mistake in judgment or has abused a discretion, then the question of recourse to the Civil Service Commission's eligible lists or to lists prepared by the employing officer may be examined.

Dated, April 15, 1915.

E. E. WOODBURY,
Attorney-General.

HON. FRANCIS M. HUGO, *Secretary of State, Albany, N. Y.*

Civil Service Law, Section 2. Canaseraga Creek Improvement — Abandoned Contract — Classification of Employees.

Persons employed under the supervision of the Conservation Commission upon the abandoned contract for the Canaseraga Creek Improvement are in the State service, and their positions should be classified by the State Civil Service Commission.

INQUIRY

Application has been made to the State Civil Service Commission for a further extension of exemption of the employees on the Canaseraga Creek Improvement project, the present exemp-

tion as to their employment expiring on June 1, 1915. The exemption as of this date was made by order of the Commission on January 4, 1915, at the request of the Conservation Commission under date of December 20, 1914, such request containing the statement that this project would be completed within the ensuing six months. As it now appears (and so reported to the Civil Service Commission) this project will not be completed under a year. With the consent of the State Civil Service Commission, the Conservation Commissioner asks an opinion as to whether or not the men employed on this Canaseraga Creek Improvement are State employees or employees of the district to be benefited by this improvement.

OPINION

A general reference to the legislation affecting the Canaseraga Creek Improvement and the administrative practice in connection therewith demonstrates the relation of this undertaking to the civil service system. In 1904 the Attorney-General, Superintendent of Public Works, State Engineer, Forest, Fish and Game Commissioner and a commissioner appointed by the Governor were authorized to act as the River Improvement Commission. The first commission was succeeded by the State Water Supply Commission, whose powers, in turn, were taken over by the Conservation Commission. General administration, then, has always been in charge of officers of State-wide jurisdiction, acting under general laws. The statute provides that moneys raised by the sale of bonds and through certificates of indebtedness shall be repaid by assessment against the municipal and individual properties benefited. In carrying out this scheme approval of the commission's final order by the Legislature and approval by the Comptroller of the amount of the bonds issued were provided for. At no point are local or private interests allowed control over authority exercised by the State. (See Laws of 1904, chap. 734; Laws of 1906, chaps. 415 and 418; Laws of 1907, chap. 334; Laws of 1908, chap. 180 and 354; State Boards and Commissions Law; Conservation Law, § 2, art. 9; 1908 Attorney-General's report, p. 187; opinion of Attorney-General, August 8, 1908, unpublished; *State Water Supply Commission v. Curtis*, 192 N. Y. 319.)

In the fall of 1913, owing to a disagreement over certain deductions, the contractor withdrew from the work under advice of the Attorney-General; the Conservation Commission took over the contract and has continued it. The contract reads as between the State Water Supply Commission and the defaulting contractor, and the Commission, as a party of the second part, exercises, by the provisions of the contract, full control over the work. (Letter of the Attorney-General to the Conservation Commission, April 22, 1914.)

It seems that the Commission simply purchased a dredge, using two foremen and two firemen who had worked with the particular dredge, and that it also employed several laborers. The engineering was done by regularly appointed officers of the department.

Where abandoned contracts have been taken over by the State they have usually been completed by the force ordinarily employed by the department concerned. Further, the provision of the statutes, that the work shall be paid for ultimately by local assessments, is somewhat exceptional, and seems to be the basis for the assertion that the State Civil Service should not renew the classification of the employees.

This, in my opinion, has no deciding influence. First we have the clause of the Constitution which provides that appointments and promotions in the service of the State or any of its civil divisions shall be under the civil service system. (Constitution, Art. 5, § 9.)

The Legislature has by way of definition provided:

“ 3. The ‘civil service’ of the State of New York or any of its civil divisions or cities includes all officers and position of trust or employment in the service of the state, or of such civil division or city, except such officers and positions in the militia and the military departments as are or may be created under the provisions of article eleven of the Constitution.

“ 4. The ‘state service’ shall include all such offices and positions in the service of the state or any of its civil divisions, except a city.” (Civil Service Law, § 2, subds. 3 and 4.)

It is true that the River Improvement Commission and its successors have created a district for the improvement. It is also significant that the Civil Service Law speaks of "civil divisions" rather than of "municipalities," thus relieving us of recourse to the somewhat narrow definition of the latter terms.

However, I consider it unnecessary to discuss whether the district is a civil division other than a city, and thus within the scope of the State service. I believe this opinion may be more firmly placed upon the ground that employees upon the Canaseraga creek improvement are actually within the State service as that term is more commonly understood. The final source of payment is unimportant, although checks signed by the commission are drawn on a special fund and not against the State treasury. The deciding feature is that the employment is made by a State Commission. Appointments, promotions and dismissals are within the control of the Conservation Commission in its official capacity, regardless of whether the work be governmental or merely proprietary. It is my conclusion that so long as the real control over employees is in a State department, they become, necessarily, State employees without regard to the fact that by mandate of a general statute the locality must ultimately bear the expense. In coming to this conclusion I have not been unmindful of the fact that of late there have been submitted to the Legislature propositions of various kinds involving districting of the same description as discussed here. The decision now made may, therefore, attain considerable importance in the future, although the particular case involves only the classification of a few employees.

I am, therefore, of the opinion that the State Civil Service Commission was correct in classifying the positions mentioned.

Dated, May 25, 1915.

(Signed) E. E. WOODBURY,
Attorney-General.

To the Conservation Commission, Albany, N. Y.

**Conservation Law, Section 3 — Civil Service Law, Section 14 —
Assistant Engineer — Legislative Classification — Exempt
and Competitive Classification**

There is nothing indicated upon the face of the amendment to the Conservation Law creating, among others, the positions of assistant engineers as to whether it is practicable to ascertain the merit and fitness by competitive examination, nor does the statute indicate that the Legislature intended to classify the positions as exempt from such examination. Accordingly the proper classification in accordance with the Constitution and Civil Service Law should be made in the usual way by the Civil Service Commission.

INQUIRY

“Your official opinion is requested as to the application of civil service to ascertain appointments to be made by the Conservation Commission as set forth in section 3, page 2, of chapter 318, Laws of 1915; particularly to the paragraph which reads: ‘and two assistant engineers at an annual salary of three thousand dollars (\$3,000.00) each,’ taken in connection with that part of the section which reads: ‘The Commission shall appoint to hold office *during its pleasure.*’”

OPINION

Some general consideration should be made before examining the particular question. Upon the creation of a position it automatically passes into the competitive class; exemptions arising, it seems, only by affirmative action of the Civil Service Commission or by direct statutory mandate. (Civil Service Law, § 14.) Whether a position shall remain classified as competitive depends in the last analysis upon the practicability of ascertaining merit and fitness by examination. (Constitution, Art. V, § 9.) Considering now the particular case we must examine the statute to ascertain whether there is a positive legislative direction as to the classification of the positions of assistant engineers and whether there is anything indicated upon the face of the statute to determine what personal capacity for prescribed duties is required.

Section 3 of the Conservation Law was by chapter 318 of the Laws of 1915 amended to read as follows:

“§ 3. Office and official force. The commission shall have its principal office in the city of Albany. The commission

shall appoint, to hold office during its pleasure, a secretary to the commission at an annual salary of three thousand dollars, a deputy commissioner at an annual salary of six thousand dollars, a superintendent of forests at an annual salary of four thousand dollars, an assistant superintendent of forests at an annual salary of two thousand five hundred dollars, and a division engineer at an annual salary of four thousand dollars, and two assistant engineers at an annual salary of three thousand dollars each. The commissioner, secretary, deputy commissioner, superintendent of forests, assistant superintendent of forests, chief game protector, deputy chief game protector and division engineer shall each have reimbursed to him all actual and necessary traveling and other expenses and disbursements incurred or made by him in the discharge of his official duties. The commission shall also appoint such other subordinates as shall be needed, to carry out the provisions of this chapter, within the amount appropriated therefor. The commissioner, deputy, secretary and each chief of a division shall execute and file with the comptroller a bond to the people of the state in the sum of ten thousand dollars, with sureties to be approved by the comptroller, conditioned for the faithful performance of his duties, and that he will account for and pay over pursuant to law all moneys received by him."

Passing over the language of the section, which reads that "the commission shall appoint, to hold office during its pleasure, a secretary * * * and two assistant engineers," which seems to pertain more particularly to *removals* and not to appointments, and does not aid us to any material extent in the decision of the question of *appointments*, we observe other provisions of the statute tending to the conclusion that the intent was not to take the position of assistant engineer out of the competitive class of the civil service — that is, to classify by legislative action. For instance, the secretary and the deputy commissioner, first named in the statute, were already by section 13 of the Civil Service Law and by Rule V of the Civil Service Rules in the exempt class. Secondly, as to the superintendent of forests and the division engineer, we find in section 4 of the Conservation Law as amended

by the statute of 1915, language intimating that the Civil Service Commission ought perhaps to classify them in the exempt class, in that portion of the section which provides that:

“The superintendent of forests shall be the chief and administrative head of the division of lands and forests. The division engineer shall be the chief and administrative head of the division of waters. The chief game protector shall be the chief and administrative head of the division of fish and game.”

There can be no doubt but that an administrative head of a department or division of the Conservation Commission is a position of high trust and official integrity, appointments to which should be a matter of discretion exclusive with the Conservation Commission. That such positions should be classified by the Civil Service Commission in the exempt class is made more apparent by the express exception in section 165 of the Conservation Law, that as to one of the positions, that of the chief game protector, who has charge of the division of fish and game, he “shall hereafter be classified in the competitive class of the civil service.”

On the other hand, we find no provisions which delineate the duties of assistant engineers or give any intimation that their positions are to be regarded otherwise than as subordinate ones free of enough trust and official responsibility as not to require their inclusion in the exempt class.

Bearing in mind that the Constitution, article V, section 9, commands that “appointments and promotions in the civil service of the state, and of all civil divisions thereof, including cities and villages, shall be made according to merit and fitness to be ascertained, so far as practicable, by examinations, which, so far as practicable, shall be competitive * * *”, and that a legislative determination as to the practicability or impracticability of an examination is not in close cases likely to be attended with sufficient investigation as to result in complete compliance beyond all doubt with the Constitutional provision, we should be inclined always, in the absence of quite obvious language to the contrary, to assume the Legislature had not itself attempted a classification, especially in view of the fact that the Legislature has by the

Civil Service Law delegated full powers of classification to the Civil Service Commission.

In the case of *People ex rel. McNeile v. Glynn*, 128 App. Div. 257, it was provided that the State Comptroller "shall appoint and may at pleasure remove" transfer tax appraisers in the County of Kings. Reading the phrase "at pleasure" to modify both the words "appoint" and "remove," the incidental conclusion of the Appellate Division was correct, namely, that the positions were original independent offices, not subordinate offices, and had been so classified and placed in the exempt class by the Legislature, though as before mentioned the determination was not openly upon that question but only upon the question of removal in a case where the transfer tax appraiser claimed to be an exempt fireman. The court held that the appraisers' positions were not bound down by the limitation upon removals contained in sections 21 and 22 of the Civil Service Law relative to veterans.

In the statute here under consideration the wording in respect to the appointment of officers is not as broad as in the *McNeile* case, in that the language of section 3 of the Conservation Law, as amended in 1915, does not seem to pertain to appointments. Since the Legislature in this case has dealt only with the power of removal we must assume that it has not attempted to interfere with the usual practice as to appointments and that the functions normally performed by the Civil Service Commission in this regard are left unrestricted.

It may well be upon an inspection of the duties to be required of the assistant engineers, the Civil Service Commission will determine that merit and fitness cannot be ascertained by examination, competitive or otherwise, and that the positions should be classified as exempt. However, I am informed that the Civil Service Commission has already announced an examination for one of the positions, the other having been filled by transfer or promotion. Be that as it may, it is certain there is nothing disclosed on the face of the statute exempting the places or so defining their duties as to make exemption necessarily follow.

The inconsistency and difficulty sure to arise if these positions were found exempted through mere reference by title in the statute is illustrated by the positions under the same title in the

departments of the State Engineer, Highway Commission, Public Service Commission and under nearly the same title in the offices of the State Architect, Conservation Commission and Commissioner of Health. All these are classified as competitive.

I am, therefore, of the opinion there is nothing in section 3 of the Conservation Law, as amended which prevents a classification by the Civil Service Commission of the positions mentioned in the statute.

Dated, July 13, 1915.

(Signed)

EGBURT E. WOODBURY,

Attorney-General.

TO HON. ALEXANDER MACDONALD, *Deputy Conservation Commissioner, Albany, N. Y.*

Civil Service Law, Section 16; Rules VII, XIV — Promotion — Increase of Salary Without Change of Duties

The district attorney of Kings county, being empowered by statute to appoint county detectives and to "fix and determine their compensation which shall not exceed the sum of eighteen hundred dollars per annum each," may increase the salary of one of them from \$1,200 to \$1,350 without a preliminary competitive examination.

STATEMENT

The district attorney of Kings county desires to raise the salary of one of the "County Detectives" under him from \$1,200 to \$1,350, under the provisions of section 5 of chapter 772 of the Laws of 1896, as amended by chapter 452 of the Laws of 1911, which provides:

"§ 5. There shall be officers known as county detectives in the county of Kings * * * . The said officers shall be appointed by the said district attorney * * * . The number of said officers shall be not less than twelve, and *the district attorney shall fix and determine their compensation, which shall not exceed the sum of eighteen hundred dollars per annum each * * * .*"

The State Civil Service Commission has advised the district attorney that such increase in salary amounts to a promotion from grade 6 to grade 7, and that as there are at least five county detec-

tives in grade 6, a competitive examination for promotion is necessary under Civil Service Rule XIV.

INQUIRY

Does the proposed increase of salary from \$1,200 to \$1,350 constitute a promotion requiring competitive examination under the Civil Service Law and Rules?

OPINION

The Constitution provides for promotions as well as appointments on the basis of competitive examinations, but the promotions there contemplated are *advancements to higher positions*. (Hale v. Worstell, 185 N. Y. 247.)

Section 16 of the Civil Service Law, prescribing competitive examination preliminary to promotions contemplates promotions to fill vacancies, and increases of salary "beyond the limit fixed for the *grade* in which such office or position is classified." The limit in the case before us has been fixed by the Legislature at \$1,800 and the proposed increase will not result in a salary exceeding that amount. Section 16 contemplates grades of positions, not grades of salaries. As the Appellate Division said in *People ex rel. Lodholz v. Knox*, 58 App. Div. 541, 545 (appeal dismissed, 167 N. Y. 620):

"Clearly it is the position and not the salary which fixes the grade from which a promotion is to be made, which shows that what the Legislature evidently had in view was that the grading should be determined not by the pay received but by the duties performed."

The courts have recently reiterated the rule that grade depends on duties, not salary. (*Matter of Rudd v. Cropsey*, 159 App. Div. 275.)

Subdivision 1 of Rule XIV of the Civil Service Rules formerly read:

"1. The term 'promotion' means the assignment of a person to a higher or more responsible position in the service, with or without increase in salary."

This is an excellent definition of promotion as contemplated by the Constitution and by the Civil Service Law. The fact that it

has been taken out of Rule XIV does not make it any less a good definition for the purposes of construing statutes.

The county detectives are in a single grade in the contemplation of the statute creating them. Some of them are classified as competitive and appointed after examination by the Commission, but the salaries of all are fixed by the district attorney. The Legislature was undoubtedly deliberate in making this decision, for it is obvious that the true efficiency of a detective depends upon many things which cannot be tested by examination — especially fidelity and bravery. And the position being a confidential one (*Webb v. Clarke*, 54 App. Div. 588) the district attorney is naturally qualified to determine when and to whom increases of salary should be granted. To enable the district attorney to encourage desirable qualities by rewarding them in proper cases, the Legislature empowered him to fix salaries within certain limitations. An increase beyond these limitations would be a promotion within the contemplation of section 16 of the Civil Service Law, an increase within them would not, for the Legislature clearly intended them all to be within the same “grade” under section 16 of the Civil Service Law, as interpreted in the *Lodholz* case prior to the passage of chapter 452 of the Laws of 1911.

The Civil Service Commission has power to make rules, but not to make rules which will nullify statutes passed subsequent to the law under which it acts.

But even the Civil Service Rules, as I read them, do not call for an examination in this case. Subdivision 3 of Rule XIV divides the competitive class of the Civil Service into the graded and ungraded service.

“The graded service includes clerks, bookkeepers, stenographers, copyists, messengers, pages and other employees whose duties are of a clerical character, in all departments, bureaus, divisions, and offices, and such other positions as may be *graded by statute* or by regulation of any department made pursuant to law. The ungraded service comprises all positions not included in the graded service.”

A county detective is not a clerk, bookkeeper, stenographer, copyist, messenger, page or an employee whose duties are of a

clerical character. I consider that this position has been graded by statute, the \$1,800 limit being the single grade for all holding it. And an increase within that grade is not a promotion in the contemplation of the statute or the rules.

I do not propose here to discuss the propriety of any action of the Civil Service Commission in grading by salary positions other than those covered by article III of the Civil Service Law, save only the one under consideration and this opinion is intended to apply only to county detectives appointed under chapter 452 of the Laws of 1911.

CONCLUSION

I conclude that it is within the power of the district attorney to make the proposed increase of salary and that the State Civil Service Commission cannot require a competitive examination as a condition precedent to such increase.

Dated, September 29, 1915.

EGBURT E. WOODBURY,

Attorney-General.

To Hon. JAMES C. CROPSEY, *District Attorney, Kings County.*

Civil Service Law — Classification — Confidential Positions — Cashiers.

The classification by the State Civil Service Commission of the position of cashier, in the Secretary of State's Automobile Bureau, in the competitive class, not being palpably illegal, will not be disturbed.

INQUIRY

The State Civil Service Commission has classified the position of cashier, in the Secretary of State's Automobile Bureau, as competitive. Is this a proper classification?

FACTS

There are three offices of the Secretary of State in which members of the Automobile Bureau receive moneys on behalf of the Secretary of State at Albany, New York and Buffalo. To handle moneys in these various offices it has been customary for the Secretary of State to appoint six cashiers, four at a salary of \$2,000, and two at a salary of about \$1,000. Until December 23, 1914,

all six of these cashiers were classified by the Civil Service Commission as exempt. On that date the four receiving \$2,000 were changed from the exempt to the competitive class by the approval of the Governor of a resolution adopted by the Civil Service Commission in August. After taking office, Secretary of State Hugo applied to the Civil Service Commission to replace these four cashiers in the exempt class, and his request was refused upon the ground that the Commission considered these positions among those in which competitive examinations were practicable as a means of ascertaining merit and fitness.

It is suggested that the ruling of the Commission is erroneous and that the position should be deemed confidential and therefore classified as exempt.

THE STATUTES

The term "confidential" applied to positions in the civil service for the purpose of distinguishing them from other positions and making special rules in regard to them has appeared from time to time in the statutes, but disappeared finally from the statutes in 1904 (L. 1904, ch. 697). Exceptions from the general workings of the statute for persons holding confidential positions first appeared in chapter 410 of the Laws of 1884, which amended section 8 of the original Civil Service Law (L. 1883, ch. 354) providing for competitive examinations in cities. Although the term "confidential" was not used, an exemption from competitive examination was provided for

"officers elected by the people, and subordinates of any such officer for whose errors or violation of duties such officer is financially responsible * * * and any subordinate who by virtue of his office has personal custody of public moneys or public securities, for the safekeeping of which the head of the office is under financial bonds shall be subject to the regulations prescribed by this section. * * *

This provision applied only to cities. The exemption of "subordinates of any such officer for whose errors or violation of duties such officer is financially responsible," disappeared when the statute was amended by chapter 186 of the Laws of 1898. And, the exemption of "any subordinate officer who by virtue of his office

has personal custody of public moneys," etc., disappeared with the repeal of section 8 of chapter 354 of the Laws of 1883 and all amendments thereof, by chapter 370, Laws of 1899 which consolidated the various civil service laws. Section 10 of the consolidation of 1899 provided for municipal civil service and was for the purposes of this discussion practically the same as section 11 of the present Civil Service Law which makes no distinct exemptions in cities but provides by sections 12 and 13 for exemptions in both state and municipal services. The early provisions, having applied only to city service, cannot well be cited as authority in interpreting the present statute with respect to the State service.

The first limitation upon removal of persons in the civil service appeared in chapter 119 of the Laws of 1888, which provides that veterans in the *city and county services* should not be removed except upon charges after a hearing, with this exception:

"But this provision shall not be construed to apply to the position of private secretary or chief clerk, or deputy of any official or department, or to any other person holding a confidential relation to the appointing officer."

Here we have the first use in the statute of the word "*confidential*" and it is to be noted that it appears in the statute preventing the removal of veterans, and not in the statute prescribing competitive examination.

The statute of 1888 was amended in 1890 (L. 1890, ch. 67) without changing the exception quoted above. The same is true of the amendment by chapter 577 of the Laws of 1892 which extended the protection to veteran volunteer firemen. In 1894 the veteran act (L. 1884, ch. 312, as amended by L. 1887, ch. 464) was amended by chapter 716 of the Laws of 1894, which to all intents and purposes added the language of the statutes referred to above (protecting veterans against removal) to the statutes providing for the preference of veterans in appointment, and the same exception of

"private secretary, or chief clerk, or deputy of any official or department or to any other person holding a confidential relation to the appointing officer"

was embodied in this amendment, and thus extending to both appointments and removals of veterans. It still had nothing to do with the competitive class. On the first of January, 1895, the constitution of 1894 took effect and the principles of competitive examination for civil service and preference of veterans became part of the fundamental law. Section 9 of article V of the Constitution reads as follows:

“Appointments and promotions in the civil service of the state, and of all the civil divisions thereof, including cities and villages, shall be made according to merit and fitness to be ascertained so far as practicable, by examinations, which, so far as practicable, shall be competitive; provided, however, that honorably discharged soldiers and sailors from the army and navy of the United States in the late civil war, who are citizens and residents of this state, shall be entitled to preference in appointment and promotion, without regard to their standing on any list from which such appointment or promotion may be made. Laws shall be made to provide for the enforcement of this section.”

Courts have held that this section was merely declaratory of the existing Civil Service Law and did not change it except to nullify certain provisions (which attempted to exempt veterans from competitive examination for any position paying not more than \$4 per day). The Constitution says nothing about confidential positions, positions involving the handling of moneys, positions involving personal responsibility of a superior officer, or positions exempt from competitive examination, merely providing that appointments shall be made according to merit and fitness to be ascertained *so far as practicable* by examinations, which so far as practicable, shall be competitive. Judicial interpretation of this phraseology will be considered later.

By chapter 184 of the Laws of 1898, the first statute against removal of veterans (L. 1888, ch. 119, as amended by L. 1892, ch. 577) was amended in various ways including the insertion of the word *strictly* before the word *confidential* in the exception from its protection.

The consolidation of 1899 (L. 1899, ch. 370) combined the various veteran acts in its twentieth and twenty-first sections. The

twentieth section (which for the purposes of this discussion is the same as section 21 of the present Civil Service Law) provides for preferences to veterans, without any exceptions. The twenty-first section (which, as since amended, has become section 22 of the present law) limits the power of appointing officers to remove veterans, with the exception in the same language as that contained in the veteran act repealed (save only that the words "chief clerk" are omitted):

"Nothing in this section shall be construed to apply to the position of private secretary, or deputy of any official or department, or to any other person holding a strictly confidential relation to the appointing officer."

By chapter 270 of the Laws of 1902, the protection against removal was extended to veterans of the Spanish War, and the word "confidential" disappeared finally from the Civil Service Law, the exception being made to read:

"Nothing in this section shall be construed to apply to the position of private secretary, cashier, or deputy of any official or department."

This section has since been amended to protect holders of competitive positions in the counties embraced in New York city (L. 1904, chap. 697, etc.) from removal without an opportunity to explain, subject to the same exception. It is to be noted, however, that the word "confidential" disappeared from the exception before the section was extended to cover any competitive places whatever.

The original Civil Service Law (L. 1883, chap. 354) provided for a commission which should prepare rules providing, among other things, for competitive examinations as a basis for appointment and promotion. It applied to subordinate places, clerks and officers in the public service of the State, and the only exemption was the provision that elective officers, laborers and appointees nominated for confirmation by the Senate should not be classified. As I have pointed out above, an exemption was later introduced into the section covering civil service in cities, but it did not apply to the State service. Under the early law the

positions we now define as “exempt” were treated as unclassified, and the term “exempt” did not appear until 1894 when the Legislature attempted to exempt veterans from examination for appointment to certain positions for which others were required to compete. This statute was held unconstitutional under the constitution of 1894. Under the consolidation of 1899, distinction was made between unclassified and exempt positions, and the classified service was made to include the exempt class. Section 12 of chapter 370 of Laws of 1899 was identical with the present section 13 (the amendment by L. 1912, chap. 70, having been repealed by L. 1913, chap. 352), which provides:

“§ 13. The exempt class.—The following positions shall be included in the exempt class:

1. The deputies of principal executive officers authorized by law to act generally for and in place of their principals;

2. One secretary of each officer, board and commission, authorized by law to appoint a secretary;

3. One clerk, and one deputy clerk if authorized by law, of each court and one clerk of each elective judicial officer;

4. In the state service, all unskilled laborers and such skilled laborers as are not included in the competitive class or non-competitive class; and in addition thereto there may be included in the exempt class all other subordinate offices for the filling of which competitive or non-competitive examination may be found to be not practicable. *But no office or position shall be deemed to be in the exempt class unless it is specifically named in such class in the rules, and the reasons for such exemption shall be stated separately in the annual reports of the commission.*

Not more than one appointment shall be made to or under the title of any such office or position, unless a different number is specifically mentioned in such rules. Appointments to positions in the exempt class may be made without examination.”

The words underlined should be given special consideration in considering the question in hand, as they were inserted in the law

in 1899 after some of the decisions hereinafter referred to, and may well be held to change the law as laid down in those decisions.

When the various statutes were consolidated by chapter 370 of the Laws of 1899, section 13 of that act, defining the competitive class, was made up of a general rearrangement of particulars of the previous statutes together with the addition of the following sentence:

“ When the position to be filled involves fiduciary responsibility, the appointing officer where permitted by law may require the appointee to furnish a bond or other security, and shall notify the state or municipal commission of the amount, and necessary details thereof.”

This sentence is relied on by the Civil Service Commission as a justification for the refusal to exempt many positions involving more or less fiduciary responsibility.

THE DECISIONS

Matter of Ostrander, 12 Misc. 477

The first opinion of any importance in considering the question before us was that of Justice Herrick at Albany Special Term in May, 1895. Although a special term opinion, it was adopted by the Court of Appeals (146 N. Y. 404).

The statute providing for the superintendent of public buildings made no provision for a deputy superintendent. The superintendent, however, was permitted to employ numerous assistants, and one of these he designated as deputy. Such a one being a veteran and having been removed without a hearing, sought reinstatement. Justice Herrick held that the term *deputy* in the statute excepting deputies, etc., from the protection of the veteran act was intended to designate the deputies specifically provided for by statute, but he held, nevertheless, that since the position of the relator was classified as “ confidential ” this brought him within the exception, as holding a position confidential to the appointing officer. The court assumed that the classification was correct and did not discuss the propriety of questioning the action of the commission in making its classification. This case is referred

to in a number of later opinions of the Court of Appeals as authority for the proposition that persons holding confidential positions are not protected against removal by the veteran act.

People ex rel. Crane v. Taylor, 17 Misc. 50.

The next case, chronologically, was decided at Kings Special Term, July, 1896, by Smith, J. In deciding the case on other grounds he made the following *obiter* observation:

“Only one more question remains to be considered. Does the office of assistant district attorney come within the civil service provisions of the constitution as interpreted in *People ex rel. McClelland v. Roberts*, 148 N. Y. 360? Is it practicable to ascertain the merit and fitness of the assistant district attorney by civil service examination? I think not. The district attorney is charged with grave responsibility and duties of the highest moment to the county. His assistants, for whom he is responsible, occupy the most confidential relations to him, and necessarily are charged with duties of the utmost importance. I think the public welfare demands that the district attorney in the selection of his assistants should be left absolutely free in the exercise of his own judgment and discretion.”

People ex rel. Crummey v. Palmer, 152 N. Y. 217.

This case is undoubtedly one of the leading cases and is relied on especially by the advocates of exemption for the cashier's position under consideration. It was decided in the Court of Appeals in March, 1897, in an opinion by Haight, J. (O'Brien and Vann dissenting).

The relator, a veteran fireman, was appointed assistant warrant clerk in the city comptroller's office in Brooklyn. He was discharged after a hearing and sought a writ of mandamus, claiming to have been removed in violation of the veteran act, the exception to the operation of which then read:

“This provision shall not be construed to apply to the position of private secretary or chief clerk or deputy of any official or department, or to any other person holding a confidential relation to the appointing officer.”

The court decided that the warrant clerk held such a confidential relation and an assistant performing his duties in his absence also must hold it.

The court defines the word "confidential" as follows:

"The meaning of 'confidential' has two elements, that of secrecy and that of trust and confidence. Confidential relation, in law, as defined by the Century Dictionary, is a relation of parties in which one is bound to act for the benefit of the other and can take no advantage to himself from his acts relating to the interest of the other. Such a relation arises whenever a continuous trust is reposed by one person in the skill or integrity of another. The statute which we have under consideration has reference to officials, and the confidential relations mentioned undoubtedly have reference to official acts, and include not only those that are secret, but those that involve trust and confidence which are personal to the appointing officer. If, therefore, the statute casts upon an officer a duty involving skill or integrity, and a liability either personal or on the part of the municipality which he represents, and he intrusts the discharge of this duty to another their relations become confidential."

It is well to bear in mind that in making this definition the court was passing upon a question of removal under the veteran act and not a question of practicability of competitive examination.

Chittenden v. Wurster, 152 N. Y. 345 (April, 1897)

The Crummey case was promptly followed by this decision in the Court of Appeals, in which the prevailing opinion (for reversal) by Haight, J., was concurred in by Bartlett, Martin and Vann. Gray, J., wrote a dissenting opinion holding for modification, concurred in by Andrews, C. J., and O'Brien, J., wrote an opinion reading for affirmance.

This was an action by taxpayers in Brooklyn to enjoin the payment of salaries to certain appointees, classified by the mayors

in "Schedule A," which was the exempt class. The ground of action was that the Constitution called for a competitive examination wherever practicable, and the plaintiffs believed competition practicable in the cases of the defendant holders of positions. The positions were: Clerk of the Committees of the Board of Aldermen, Warrant Clerk in the Department of Finance, Dockmaster in the Department of Finance, Chief Clerk in the Department of Audit, Law Clerk in the Department of Law, Clerk in the Department of Health, Surveyor in the Department of Assessments, Secretary in the Department of Buildings, Deputy License Clerk in the City Clerk's office, and Collector in the Department of Fire.

The court held that although the Constitution was enacted with reference to existing law and continued in force the statutes, not inconsistent with it, which were in force at the time of its adoption, nevertheless the civil service section of it was not self-executing and needed legislation to give it life, and where no legislation had been enacted either prior or subsequent to its adoption it had no important practical operation. At page 358 of the prevailing opinion we find the following language: (*Italics mine.*)

"It was evidently contemplated that there were positions in which a competitive examination was not practicable. (*Matter of Keymer*, 148 N. Y. 219.) The counsel for the respondent conceded this, and in his oral argument mentioned a position in the health department, and in his brief, 'a private secretary, or an officer or attendant especially assigned to an executive or judge.' The reasons for exempting the private secretary of the governor, or the personal attendant upon a judge, exist with equal force with reference to many other positions, and it would be manifestly unjust to limit the exceptions to the positions named. In order to determine whether the examination of a candidate for an office is practicable, we must first ascertain the nature and character of the duties of his position. Having ascertained the facts, the question of exemption then, doubtless, becomes one of law, as was held by the majority of judges composing

the Appellate Division. In the classifications which have been heretofore made in the state and cities, there has been a reservation from competitive examinations of those occupying confidential relations to the appointing officer; this it is now claimed is unauthorized, for the reason that confidential relations are not mentioned in the Constitution. It is conceded, however, by the respondent's counsel that, as to the positions mentioned by him, they ought to be excepted. Confidential positions must be classified either one way or the other. Competitive examination is or is not practicable as to such positions. We have carefully read the evidence in this case, and not a word have we found tending to show that a competitive examination is practicable for a position where the appointee is to receive, open, read and answer the letters of his chief, where he is to counsel and advise him with reference to the conduct and management of his office, *sign his name to checks or warrants, collect and pay out his money, have the combination of his safe* and the custody and control of its contents. A candidate may be ever so competent and still lack many of the necessary elements of a trustworthy officer; he may be ever so learned and still lacking in judgment and discretion; he may be discreet and still without character; he may be honest and yet meddlesome and a person in whom you could not confide. To our minds the framers of the Constitution or of the statutes never contemplated or intended that a competitive examination was practicable for such a position.

“We have recently had occasion to consider this question to some extent in the Crummey case (152 N. Y. 217). That case arose under another statute, but was so closely akin to that under consideration as to give it an important bearing. *We then regarded and still consider that case upon the border line, beyond which we should not go.* We then were of the opinion that where the duties of the position were not merely clerical, and were such as especially devolved upon the head of the office, which, by reason of his numerous duties, he was compelled to delegate to others, the performance of which required skill, judgment, trust and confidence

and involved the responsibility of the officer of the municipality which he represents, the position should be treated as confidential. We have not changed our views upon the subject. We think that this rule, properly applied, will not prove unreasonable, and that it will not exempt from examination many positions. It doubtless would relieve one warrant clerk in an office where the duties were the same as those which devolve upon Crummey, but the work of an office would have to be great, and *it would have to distinctly appear* that one could not discharge the duties of the position in order to justify the exemption of more than one. We have said that we did not think this rule would prove unreasonable; should time and experience prove that we are in error in this regard, we shall not hesitate to apply further limitations, so as to carry out the spirit and intent of the law."

The court went on to consider the classification of positions and said:

"Such a construction would be too narrow and burdensome, and we think not justified. As to the other positions in which competitive examination is not practicable, the statute itself furnishes a satisfactory rule; it provides as follows: 'Officers elected by the people and the subordinates of any such officer, for whose errors or violation of duty such officer is financially responsible and the head or heads of any department of the city government and persons employed in or who seek to enter the public service under the educational departments of any city, and any subordinate officer who by virtue of his office has personal custody of public moneys or public securities, for the safekeeping of which the head of an office is under official bonds, shall not be subject to the regulations prescribed pursuant to this section.' (§ 8, as amended by L. 1884, ch. 410.) This statute bears the impress of careful study and thought. Under our system of government it has been thought wise to hold public officials to strict accountability for the management of their offices and for the faithful accounting for public moneys coming

into their hands. So strict is the law in this regard that in most cases they are held responsible for losses which occur even without their fault. (*Tillinghast v. Merrill*, 151 N. Y. 135.) To insure an accounting they are required to give official bonds. If they delegate to appointees the handling of public moneys, they still remain responsible for their acts and usually protect themselves by requiring such appointees to furnish bonds. All these facts were evidently taken into consideration in framing the provision in question. It was not thought to be just to hold an official responsible for the acts of an employee who necessarily had the custody of public moneys when the official had no choice in his selection. Under the rules established by the civil service commission, the appointment must be made from a list of three who are certified as standing the highest. Neither of the three persons may be personally responsible. *The officer has no power to demand a bond or other security*; and yet, upon his own personal responsibility he may be compelled to entrust the appointee with the handling of the entire tax receipts of the state, or of a large and populous city. The legislature was not willing to release officials from responsibility for public moneys, and it did not deem a civil service examination as practicable or a sufficient protection to such officers; it, therefore, and we think properly, exempted such positions from the general operation of the act."

It is well to remember that the statute which they were discussing has been repealed in 1899, and also that the statement of the court, "The officer has no power to demand a bond or other security," no longer holds good since section 14 of the present Civil Service Law specifically empowers the officers to require bonds. The court then went on to hold that the classification by the mayor (who then took the place of a municipal civil service commission) is not void though it might be voidable, saying:

"Such a classification is not void; it may be voidable, for his action is subject to review; but, *until it is judicially determined that his classification was erroneous, it is a*

protection to the subordinate heads of departments and employees acting thereunder. The appointments were made in accordance with the statute and the classification as it then existed."

We should bear in mind that the language of the court with regard to what positions should be exempt from examination is *obiter*, the real basis of the decision being:

1. That the Constitution was not self executing.
2. That the action of the mayor in classifying positions would not be presumed to be illegal, and
3. That a taxpayer's action was not the proper remedy.

The opinion of Gray, J., was based upon the theory that the Constitution should be considered self executing, and further that the positions under consideration were such that competency to fill them could reasonably be based upon competitive examination. Of the question as to whether competitive examination in any case is practicable, he said:

"The question is necessarily a judicial one. Whether, in a given case, a competitive examination is practicable to ascertain the merits and fitness of the applicant for the place, is mainly a question of legal construction; which is to be determined by reference to the requirements of the office and by the use of judgment, aided by facts of the case. Whether a classification, or a determination made as to the method of appointment, is in conflict with the constitutional provision, or is in evasion of its spirit and purpose, must be a question for the ultimate decision of the courts.

"There should be no ground for the fear, suggested by the appellants' counsel, of an undue interference by the courts with the exercise of discretionary powers vested by law in the administrative departments of government. The exercise in good faith of administrative judgment, resting upon facts and circumstances, which leave the question of practicability of an appointment upon the examination test prescribed, a fairly debatable one, should not and will not be disturbed. Nor is there any inclination to intrude upon the sphere of any legislative action, when, in the enactment of the laws called for by the constitutional provision, or deemed

requisite in some exigency, it shall undertake to classify, or to declare with respect to the practicability of competitive examination in a class of cases; provided that its action is in the exercise of a reasonable discretion and not open to the charge of intending a violation of the fundamental law.

* * * The duty of the court is in no wise to classify, but to pass upon a question of classification, in view of the requirements of the Constitution."

In speaking of the positions under consideration he said:

"In almost all of the positions in the civil service, confidence must be reposed in the appointee and his honesty is an important prerequisite, and, if the practicability of competitive examinations were made to depend upon such considerations merely, it would go far to emasculate the vigor of the reform intended to be effected by the constitutional amendment. The disposition should not be too liberal in the construction of the term 'practicable,' when applied to competitive examinations. * * * It will not suffice, to avoid its applicability to some positions, that it requires the repose of some trust in the appointee. This is not the true significance of the language of the section. It is perfectly practicable to ascertain the fitness of a person to be trusted in a clerical or other subordinate position in a department through the methods of the examinations provided for by the regulations. The service is a public one and rarely confidential as in the case of private employment."

O'Brien, J., wrote a long opinion, in which he concurred with all said by Gray, J., but went further, saying that when the justices at Special Term and in the Appellate Division had all agreed that the positions were among those in which competitive examination would be practicable, he did not consider that the Court of Appeals had any power to go behind this finding.

While some of the *obiter* language in the prevailing opinion defining these positions in which competitive examination would be impracticable is strongly in favor of the contention that the cashiers in the automobile bureau should be classified as exempt,

nevertheless, it is well to notice that the court was upholding, not upsetting, the action of the officer corresponding to the Civil Service Commission, and also that the court specifically held that such action, if erroneous, was not void, but only voidable on being reviewed.

People ex rel. Sweet v. Lyman, 157 N. Y. 368 (December, 1898).

(Opinion by Martin, J., Parker, Gray and Vann, JJ., concurring, Haight, J., concurred on civil service questions, dissented on veterans act, wrote dissenting opinion regarding latter. Bartlett, J., wrote a generally dissenting opinion in which O'Brien concurred.)

The position of special agent in the Excise Department had been classified by the State Civil Service Commission as competitive. The relator, who was a Civil War veteran, had passed a competitive examination and had been appointed from the competitive list for a probationary term. On the expiration of his probationary term he had been notified that his services were no longer required as his probation had not been satisfactory. He sought mandamus to compel the Commissioner of Excise to reinstate him.

It was held that the Constitution of 1894 did not change the existing provisions in the Civil Service Law regarding probationary appointment, that being an excellent method of testing fitness, and one of the methods which could well be applied under the exception in the Constitution implied by the words "*so far as practicable.*" It was further held that the relator was not protected by the Veteran Act, as his position was confidential, both in the nature of its duties and in the words of the statute creating it (the Liquor Tax Law) which says: "such special agents shall be deemed the confidential agents of the state commissioner."

There is much language in the opinion on confidential positions defining them *with respect to the veteran acts*, which, if taken in generally and applied in such a way as to hold all positions so defined as confidential to be necessarily exempt from examination, would lead to the exempting of a great many places which are now, and for many years have been classified as competitive. The decision of the court was that the position was

“confidential” within the meaning of the Veteran Act, and the language of the court implied that it considered the position also to be so confidential that competitive examination was not practicable. (In this connection compare *Matter of Farley v. Kraft*, analyzed below.) At page 382, the court said:

“It can with no more propriety be said that an examination is impracticable because a position is confidential, than that it is at least partially impracticable because it will not fully ascertain the merit and fitness of the applicant. In one case the examination is impracticable by reason of the responsibility and confidential character of the position; in the other, by reason of the inefficiency of such an examination to fully and fairly determine the merit and fitness of the contemplated employee. One is impracticable because of the character of the position, and in the other the manner of ascertaining the qualifications of the applicant by examination is impracticable because insufficient. While we have held in regard to the former that those positions are not included in the provision as to examinations because they are not practicable to determine merit and fitness for such places, and, hence, no examination need be had, still, it is to be observed that the Constitution does not say that examinations shall not be made when impracticable, but they shall be made so far as practicable to determine merit and fitness; that is, to the extent that they are practicable to accomplish that purpose, they shall be employed.”

And, at page 387:

“Thus the position to which the relator was appointed was not only declared by statute to be confidential, but its duties were such as to render it clearly so under the doctrine of the cases decided by this court.

It is, however, said that the Civil Service Commission has placed the position of special agent in the list where competitive examinations are required, and, hence, the position cannot be regarded as confidential. Surely the Civil Service Commission cannot change the actual status of a position by declaring one which is actually confidential, not to be so,

nor is it vested with power to repeal a valid statute or to practically annul it by declaring a position to be competitive when the law has provided otherwise, and the position is plainly of a strictly confidential character.”

It is interesting to note that in spite of this holding the positions of special agent in the Excise Department have remained in the competitive class, and the Court of Appeals as recently as 1912 has unanimously refused a writ of mandamus to compel the Commission to classify the position as exempt.

(*Matter of Farley v. Kraft*, 204 N. Y. 675, analyzed below.

People ex rel. Flood v. Gardiner, 157 N. Y. 520 (January, 1899.)

Opinion by Parker, P. J., Gray, O'Brien and Vann, JJ., concurring; dissenting opinion by Haight, J., concurred in by Bartlett and Martin, JJ.

A subpoena server in the office of the district attorney of New York county, being a veteran and having been removed without a hearing, sought mandamus for reinstatement. The Court of Appeals held that the position was confidential in its nature and that the relator was, therefore, excepted from the protection of the Veterans Act and could be removed. Here, as in *Sweet v. Lyman*, we have a decision by the court that the position is confidential within the meaning of the Veterans Act, and, nevertheless, find that it is classified as competitive, with satisfactory results. There are a great many process servers in the New York district attorney's office, and since 1908 the majority of them have been appointed from competitive lists.

Among other positions the same is true of county detective, Kings county. Many of them have been competitive for at least seven years, though the position was held “confidential” in *People ex rel. Webb v. Clarke*, 54 App. Div. 588.

Court messengers have been appointed from competitive lists for at least ten years, though held “confidential” in *People ex rel. Thompson v. Ransom*, 13 N. Y. Supp. 370.

Keepers (now entitled guards) in state prisons have been appointed from competitive lists for at least twenty-four years,

although held "confidential" in *People ex rel. Griffin v. Lathrop*, 142 N. Y. 113.

There are undoubtedly many others and it is to be noted that in these cases as in *Sweet v. Lyman*, *Crummey v. Palmer*, and a great many other cases the holding was that the position was excepted from the protection of the Veteran Act — not that the position was such that qualifications to fill it could not be tested by competitive examination.

People ex rel. Tate v. Dalton, 158 N. Y. 204, February, 1899.

Opinion by Haight, J., unanimous.

The relator, a veteran of the Civil War sought mandamus for reinstatement to the position of water registrar. He had been appointed in Brooklyn which had later been consolidated with New York. After remarking the effect of the Brooklyn local veteran act and holding that the relator now came under the provisions of the general Veteran Act, and that the local act had ceased to have any effect, the court held that his position was confidential to the deputy commissioner for the borough of Brooklyn, though not confidential to the commissioner. The commissioner had no power to appoint or remove the relator, and his attempted removal of him was a nullity, so the writ, being unnecessary, was denied. In holding the relation of the relator to the deputy commissioner to be strictly confidential, the court said:

"The relator's position is one of trust and confidence, and he has the handling of moneys in considerable sums."

People ex rel. Tate v. Dalton, 41 App. Div. 458.

(Second Department, 1899, affirmed on this opinion, 160 N. Y. 686.)

Tate was again removed, this time by the deputy commissioner, the proper appointing officer, and it was held that though he was entrusted with the collection of moneys, and bore a confidential relation to the State, he bore no confidential relation to the deputy, as the latter would not be personally liable for his defalcation. Stress was laid on the fact that collection of water rates differs

from collection of taxes, the receiver of taxes being directed by law to collect and receive while the deputy water commissioner is only directed to have *cognizance and control of the collection of water rates.*

Rowley v. Rochester, 34 Misc. Rep. 291.

(Davy, J., at Monroe Special Term, March, 1901.)

The relator had been appointed clerk by the city treasurer, having the handling of money. Not being paid, he brought action against the city for his salary. The question arose on demurrer to the complaint. It appeared that there was a competitive list which had been ignored in making the appointment of the relator. The court dismissed the complaint, apparently on the theory that the Civil Service Commission should have been compelled to certify the payroll including the salary sought, but in passing said:

“In this case, the performance of the duties of the position to which the plaintiff was appointed require integrity, trust and confidence, for whose mistakes the city treasurer is personally responsible. The position, therefore, should be treated as confidential and placed in the exempt class. It would be unjust to hold the city treasurer responsible for the acts of a clerk who has the handling of the public money, when he had no choice in his selection, and from whom he could not demand a bond or other security. It is urged that the civil service commission has placed the position which the plaintiff holds in the list where competitive examinations are required, and, therefore, the position cannot be treated or regarded as confidential. I am inclined to think that the civil service commission has no power to declare a position to be competitive when the law declares it to be of a strictly confidential character.”

People ex rel. Coit v. Wheeler, 56 Misc. Rep. 289.

(Erie Special Term, July, 1902, Kenefick, J.)

Here it was held that the Municipal Civil Service Commission

should be directed by mandamus to classify the position of registrar in the Bureau of Water as exempt. The opinion refers to the Chittenden case, the Sweet case, and the Crummey case, and the court distinguishes it from the Tate case. It is to be noted that this decision is referred to as authority for the decision of the Appellate Division in the Matter of Simons (hereafter referred to), which decision was reversed by the Court of Appeals.

People ex rel. Burlinger v. Wells, 85 App. Div. 378.

(First Department, July, 1903. Opinion by O'Brien, J., unanimous, reversed on a question of practice without discussion of substantive law, 178 N. Y. 411.)

Held that the chief clerk in the tax department of New York city was "confidential" within the meaning of the Civil Service sections of the city charter which protected "regular clerks" but not those holding "confidential positions." He was classified as exempt, anyhow. This is a decision in line with the decisions under the veterans acts, it being entirely on a question of whether the relator could be removed without a hearing, not on a question of whether competitive examination was practicable.

People ex rel. Ryan v. Wells, 176 N. Y. 462 (November, 1903).

(*Per curiam* opinion, unanimous.)

A deputy tax commissioner, being a veteran fireman, sought to review by certiorari the action of the board in removing him without a hearing. It was held that deputies were excepted from the operation of section 21 of the Civil Service Law (now section 22).

The following language in the opinion is relevant to the question before us:

"However that may be, since the amendment of 1902, by which the provision as to 'any other person holding a strictly confidential relation to the appointing officer' has been stricken out and *the position of cashier, which is not necessarily confidential* (*People ex rel. Tate v. Dalton*, 41 App.

Div. 458; affirmed on opinion below, 160 N. Y. 686), added to the exceptions, such an interpretation we think no longer admissible and that the statute excepts all deputies in the various city departments.”

People ex rel Schau v. McWilliams, 185 N. Y. 92 (May, 1916).

(Opinion by Cullen, C. J., concurred in by all except Werner, J., who dissented from the reasoning, though concurring in the conclusion.)

The Buffalo Civil Service Commission classified the position of fire battalion chief as competitive, and this action was approved by the State Civil Service Commission. The relator was appointed without reference to the civil service list, and the commission refused to certify his pay. He sought a writ of certiorari to review the action of the commission. It was held that the action of the commission in classifying the position was not reviewable by certiorari, and the court found it necessary to overrule *People ex rel. Simms v. Collier*, 175 N. Y. 196, where it had held certiorari proper and mandamus improper. It was held that in a proper case mandamus could be brought to compel a proper reclassification where the action of the court in classifying a position was *palpably illegal*. Otherwise the action of the commission was final. The court said:

“I admit that the propriety of classifying this office as competitive or noncompetitive involves in a high degree the exercise of judgment, but the judgment is that of the legislative or executive officer rather than that of the judge. Its proper determination involves considerations which cannot well be the subject of judicial inquiry.

* * * * *

If it should appear that there was a plain violation by the commission of its duty to classify as competitive an office which was clearly and manifestly so, there should be a remedy in the courts. But there is necessarily a large debatable field as to cases within which there will be great differences of opinion, even among the most intelligent and fair-minded

men, and as to this field it seems to me that it is not reasonable that the judgment of an appellate court should be substituted for that of the commissioners.

* * * * *

It does not at all follow that the action of the civil service commission is not in any case subject to judicial control; but that such control is a limited and qualified one to be exercised by mandamus. If the position is clearly one properly subject to competitive examination, the commissioners may be compelled to so classify it. On the other hand, if the position be by statute or from its nature exempt from examination and the action of the commission be *palpably illegal*, the commission may be compelled to strike the position from the competitive or examination class, though in such case redress by mandamus would often be unnecessary as a valid appointment could be made notwithstanding the classification. *But where the position is one, as to the proper mode of filling which there is fair and reasonable ground for difference of opinion among intelligent and conscientious officials, the action of the commission should stand, even though the courts may differ from the commission as to the wisdom of the classification.* The present case is of this character. We ought not to interfere with the determination of the commissioners that it should be filled by competition; and if they had decided that the position should be filled without competition, equally ought we to refrain from interference. The position lies in that field where the action of the commission should be final.

* * * * *

If the classification of the commission clearly violates the constitution or the statute, mandamus should issue to correct the classification. If the action of the commission is not palpably illegal the court should not intervene."

In *Chittenden v. Wurster* the court refused to upset the action of the mayor in classifying positions as exempt: here it refuses to upset the action of the commission in classifying a position as competitive, and lays down the rule which must be considered to

be the law at present. The old cases, decided before the consolidation and before the amendment permitting appointing officers to require bonds from fiduciary subordinates, were practically all decided under the veteran acts. The definitions of confidential positions there given cannot be applied for the purpose of upsetting a classification by the Civil Service Commission, where it considers competitive examination practicable, since, under the decision in the Schau case, their action cannot be upset, unless *palpably illegal*.

People ex rel. Flaherty v. Milliken, 193 N. Y. 564 (Dec. 1908.)

(Opinion by Cullen, C. J., unanimous.)

This is an opinion in regard to subordinates in the office of the sheriff of Kings county, representing the sheriff in the execution of civil processes. The decision is that the Civil Service Commission had no power to place the positions in the competitive class. The basis of the decision is not the exception implied by the constitution, of places where competitive examination is not practicable, but is the proposition adopted by the court that the sheriff's civil subordinates are not in the civil service at all, but in the service of the sheriff, whether they receive their pay from him (as when it is a fee office) or from the county (as when it is a salary office). The decision can really have no bearing on the question under consideration one way or the other, but it is well to consider it in connection with *Matter of Blust v. Collins*, 62 A. D. 478. That case was also a case of civil subordinates to the sheriff, this time of Erie county. It did not get to the Court of Appeals and the opinion in it shows that it was decided partially on the bases of some of the cases heretofore considered, and partially on the same theory as the *Flaherty* case, but the latter being a more recent case and from a higher court must be considered the better authority.

Matter of Peters v. Adam, 56 Misc. 29.

(Erie Special Term, September, 1907, Woodward J. Affirmed on special term opinion, 122 A. D. 898; affirmed without opinion, 190 N. Y. 569).

The relator held an exempt position in the Buffalo comptroller's office and was transferred to the position of chief clerk in the bureau of engineering of the Buffalo municipal government, a position classified by the Buffalo Civil Service Commission as competitive. At the time of the transfer there was no competitive list for the position. The relator thereafter took and passed a competitive examination for the position and was number four on the competitive list. The Civil Service Commission certified to his appointing officer a list of four, including his name, and he was considered appointed. Thereafter the Civil Service Commission refused to certify his payroll and a writ of mandamus was sought and granted to compel certification. The decision of the court was based on the Buffalo civil service rules which provided that where a transfer is made, the transferee need not be one of the first three upon the competitive list, provided he is on the competitive list at all, and further, upon the grounds that the Civil Service Commission by certifying four names instead of three admitted the propriety of appointing the relator. The Court went on to say that the position to which the relator had been transferred should be in the exempt class anyhow, on the general principle that it was a confidential position, and under section 13 of the Civil Service Law providing for one exempt secretary to each head of a department; the position to which the relator had been transferred although entitled chief clerk was equivalent to that of private secretary. The court referred to *People ex rel. Schau v. McWilliams*, but considered *this* one of those cases where the action of the commission is obviously erroneous. The Court of Appeals affirmed without opinion, and without reference to the opinion below, and we must assume that in so doing it adopted only the law necessary to the decision as set forth in the opinion below, and not the *obiter dicta*.

People ex rel. Merritt v. Kraft, 145 A. D. 662.

(Third department, June, 1911, unanimously affirmed without opinion on authority of *People ex rel. Schau v. McWilliams*, 204 N. Y. 626.)

The position of stock transfer tax examiner in the office of the state comptroller was first classified as exempt, then as competitive,

then as exempt again. A writ of mandamus was granted at Special Term to compel the position to be restored to the competitive class, the basis being that experience had proven competitive examination practicable. This decision was reversed on the authority of *Schau v. McWilliams*, the court holding that there was reasonable room for disagreement as to the practicability of competitive examination, and therefore the action of the Civil Service Commission was not palpably illegal, and would not be disturbed by the courts.

Matter of Farley v. Kraft, 204 N. Y. 675.

(No opinion in Appellate Division of Court of Appeals. The opinion at Special Term by Justice J. A. Kellogg was rendered at Albany Special Term, October, 1911.)

The commissioner of excise sought a writ of mandamus to compel the State Civil Service Commission to classify the position of special agent in the excise department as exempt. He argued that it was confidential in its nature, and in the rules of the statute, and had been so held in *People ex rel. Sweet v. Lyman*, *supra*. The opinion of Justice Kellogg explained that the decision in *Sweet v. Lyman* was only that special agents were not entitled to protection under the veteran act, and that anything in the opinion to the effect that competitive examination was not practicable was thoroughly *obiter*. It held that the fact that these positions had been filled successfully for many years, and under three administrations by competitive examination went to prove that competitive examination was practicable, and the decision was that the action of the Civil Service Commission, not being palpably illegal, would not be disturbed, *Schau v. McWilliams* being cited. Among Justice Kellogg's remarks I find the following language:

“The term ‘confidential’ is susceptible of many meanings, depending upon the circumstances surrounding the particular case in which it is used. In the light of the decisions, it is unnecessary to enter upon any elaborate discussion as to how far a position must be ‘confidential’ before a competitive examination for such position ceased to be ‘practicable’ which is the test prescribed by the organic law of the State.”

And, after a long quotation from the opinion in the Schau case, he said:

“ The language of the Chief Judge is applicable to the case at bar. The classification cannot be said to be ‘ palpably ’ erroneous. It can, at least, be said in view of the history of the controversy that there is a fair and reasonable ground for difference of opinion among intelligent and conscientious officials. We also have here a case of actual experience for fifteen years to which, in the language of the learned judge, ‘ a priori arguments must yield.’

Furthermore, substantially similar positions in the Federal Service and in the service of the city of New York, have, for many years, been filled by competitive examinations with satisfactory results.”

People ex rel. Weaver v. Farley, 147 A. D. 420.

Third Department, November, 1911, *per curiam* opinion unanimous. (Unanimously affirmed without opinion 204 N. Y. 676.) As in *Farley v. Kraft*, the question was the practicability of competitive examinations for special agents in the Excise Department.

It was held that since the change in the veteran act, after it had become section 21 of the Civil Service Law (now section 22) a veteran's right no longer depends upon whether the position is confidential. It was further held that the decision in the case of *Sweet v. Lyman* under the veteran act, has no application in deciding a question of competitive examination. The court was unable to find that the classification was palpably erroneous and refused to upset it.

Matter of Simons v. McGuire, 204 N. Y. 253.

(January, 1912, Opinion by Werner, J., Cullen, C. J., Haight, Vann, Chase and Collin, J.J., concurred. W. Bartlett, J., concurred in result.)

The probation officers appointed by New York Special Sessions judges were classified as competitive by the Municipal Civil Ser-

vice Commission. The statute under which the appointments were made declares that appointees

“shall be deemed the confidential officers of the justices and magistrates.”

The court held that this opinion expressed an intent of the Legislature that the position should be in the exempt class. The opinion begins with a discussion of the Sims and Schau cases, and quotes from the opinion of the latter, going on to say:

“The respondent, one of the appointees and the justices of the Court of Special Sessions, assert that the position of probation officer is one which, by reason of its peculiar and manifold duties as defined in section 11a of the Code of Criminal Procedure, no less than by the express terms of the statute creating the Court of Special Sessions and defining the duties and powers of its officers, belongs in the exempt class. This view has been sustained by the Supreme Court at Special Term and in the Appellate Division. The civil service commission, the probation commission, and some eminent experts who are familiar with the workings of each, contend that it is practicable to formulate workable rules for a competitive examination for the position of probation officer. This variance of opinion is alone sufficient to bring the case at bar within the rule laid down in the Schau case. The position is one ‘as to the proper mode of filling which there is a fair and reasonable ground for difference of opinion among intelligent and conscientious officials,’ and, therefore, ‘the action of the commission should stand even though the courts may differ from the commission as to the wisdom of the classification.’ ”

OPINION

It seems that the attitude of the courts toward classification of positions more or less “confidential” as exempt has changed considerably since the early cases. In 1884, in their first annual report to the governor for transmission to the Legislature, the Civil Service Commission in explaining their rules said:

“ As mentioned in the beginning certain exemptions from examination were considered necessary and such necessity was recognized by the act which provides that any necessary exception from said eight fundamental provisions of the rules shall be set forth in connection with such rules, and the reason therefor shall be stated in the annual report of the Commission. The exceptions consist only of appointments which in certain positions are given to the head of the office without restrictions under the rules. The positions treated have been specially named in Rule V and comprise four classes of officials. * * * * *

* * * * *

3. Subordinates having the custody of public funds for which their superiors are responsible under official bonds and who might legally plead relief from such responsibility on their own part and that of their sureties if not allowed absolute freedom in selecting such subordinates.”

At that time, and at the time of the decision in the *Crummey* case, an appointing officer, according to a dictum in the *Crummey* case, had no power to demand a bond from a subordinate he intended to appoint to a position involving the handling of funds, but the Civil Service Law as shown above, has since been amended specifically to give the appointing officer power to require a bond. The *Crummey* case and *Chittenden v. Wurster* were decided at a time when the courts regarded the classifications of civil service commissions as judicial acts reviewable by certiorari, but since then the *Schau* case has laid down the rule which is at present the law, that such acts are not judicial, are not reviewable by certiorari, and, except where *palpably illegal* will not be disturbed by the courts.

The word “ confidential ” has completely disappeared from the Civil Service Law. Section 22 of the Civil Service Law protecting veterans and competitive positions in the counties embraced in the city of New York, excepts from its application the positions of deputy, cashier, and private secretary, but this section has no possible application to non-veteran holders of competitive positions in the state service outside of the counties constituting city of New

York, and it cannot serve as a basis for analogical reasoning, for it may very well be that it is practicable to fill a position by competitive examination, and at the same time very inexpedient to permit persons holding positions more or less fiduciary to question the right of their superiors instantly to remove them though they be veterans or other specially favored persons. Holders of civil service positions in general are not protected in any way against removal (except nominally against removal for political reasons) and the exception of deputies, cashiers, and secretaries from the operation of section 22 of the Civil Service Law only means that the Legislature thought it wise to leave those positions out, when favoring veterans, etc., in the civil service, and cannot be used as a reasonable argument that cashiers are intended by the Legislature to be placed in the exempt class.

There is ample room for argument in favor of the position taken by the Civil Service Commission, to wit, that competitive examination is practicable for the selection of cashiers, and, there being room for argument the action of the commission cannot be considered palpably illegal; and under the decisions in *Schau v. McWilliams*, *Merritt v. Kraft*, *Farley v. Kraft*, *Weaver v. Farley*, and *Simons v. McGuire*, cited above, the action of the Commission will not be interfered with by the Courts.

CONCLUSION

The classification by the State Civil Service Commission, not being palpably illegal, must be regarded as final, and must therefore be treated as a proper classification, and the Secretary of State, in making appointments, should be governed accordingly.

Dated, November 10, 1915.

E. E. WOODBURY,
Attorney-General.

TO HON. FRANCIS M. HUGO, *Secretary of State.*

APPENDIX G

THE CIVIL SERVICE LAW, RULES AND REGULATIONS, AMENDED
TO JANUARY 1, 1916

CIVIL SERVICE LAW

CHAPTER 15, LAWS OF 1909

AN ACT in relation to the civil service of the state of New York and the civil divisions and cities thereof, constituting chapter seven of the consolidated laws.

CHAPTER SEVEN OF THE CONSOLIDATED LAWS

CIVIL SERVICE LAW

- ARTICLE 1. Short title; definitions (§§ 1, 2).
2. General provisions (§§ 3-29).
3. Classification of state employces (§§ 40-45).
4. Laws repealed; when to take effect (§§ 60, 61).

ARTICLE 1

Short Title; Definitions

- SECTION 1. Short title.
2. Definitions.

§ 1. Short title.— This chapter shall be known as the “ Civil Service Law.”

§ 2. Definitions.— When used in this chapter,

1. The term “ commission ” or “ state commission ” means the state civil service commission.

2. The term “ municipal commission ” means the municipal civil service commission of a city.

3. The “ civil service ” of the state of New York or any of its civil divisions or cities includes all offices and positions of trust or employment in the service of the state or of such civil division or city, except such offices and positions in the militia and the military departments as are or may be created under the provisions of article eleven of the constitution.

4. The “ state service ” shall include all such offices and positions in the service of the state or of any of its civil divisions except a city.

5. The “ city service ” shall include such positions in the service of any city.

6. The term “ appointing officer ” signifies the officer, commission, board or body having the power of appointment to subordinate positions in any office, court, department, commission, board or institution.

ARTICLE 2

General Provisions

- SECTION 3. State civil service commission.
4. Officers and employees of the commission.
 5. Rooms and accommodations.
 6. The powers and duties of the commission.
 7. Attendance of witnesses; fees.
 8. Duties of public officers.
 9. Unclassified service; classified service.
 10. Rules for the classified state service.
 11. The classified city service.
 12. Classification.
 13. The exempt class.
 14. The competitive class.
 15. Exceptions from competitive examination.
 16. Promotion; transfer; reinstatement; reduction.
 17. The non-competitive class.
 18. The labor class in cities.
 19. Official roster; reports of appointing officers.
 20. Disbursing officers.
 21. Preferences allowed honorably discharged soldiers, sailors and marines.
 22. Power of removal limited.
 23. Compensation of veterans reinstated by order of the courts.
 24. Misdemeanor to obstruct right of examination; false representation; impersonation in examination.
 25. Recommendations for appointment or promotion.
 26. Political assessments prohibited.
 27. Officers or candidates not to promise influence; "public officer" and "public employee" defined.
 28. Taxpayer's action.
 29. Publication of examination pamphlet and civil list. (Added by chap. 590, Laws of 1910.)

§ 3. State civil service commission.—The governor is authorized to appoint, by and with the advice and consent of the senate, three persons, not more than two of whom shall be adherents of the same political party, as civil service commissioners, and said three commissioners shall constitute the state civil service commission. They shall hold no other political place under the state of New York. On or before the first day of May, in the year one thousand nine hundred and thirteen the governor shall designate one member of the present state civil service commission to serve as a member of the commission until the first day of February, one thousand nine hundred and fifteen; one until the first day of February, one thousand nine hundred and seventeen; and one until the first day of February, one thousand nine hundred and nineteen. Upon the expiration of each of said terms, the term of office of each commissioner hereafter appointed shall be six years from the first day of February of the year in which he shall be appointed. Vacancies shall be filled by appointment of the governor for the unexpired term. Each of the three commissioners shall receive a salary of five thousand

dollars a year, and each of said commissioners shall be paid his necessary expenses incurred in the discharge of his duties as a commissioner. (As amended by chap. 352, Laws of 1913.)

§ 4. **Officers and employees of the commission.**—The commission shall elect one of its members to be president, and may employ a chief examiner, a secretary, and such other officers, clerks and examiners as it may deem necessary or proper to carry out the purposes of this chapter, and such employees shall hold office during the pleasure of the commission. The chief examiner shall be entitled to receive a salary at the rate of three thousand six hundred dollars a year, and he shall be paid his necessary traveling expenses incurred in the discharge of his duty. The secretary, and other officers, clerks and examiners shall receive salaries to be fixed by the commission, and the secretary shall also be paid his necessary traveling expenses incurred in the discharge of his duty. The commission may select suitable persons in the official service of the state or any of its civil divisions, after consulting the head of the department or office in which such persons serve, to act as examiners under its direction. Persons so selected shall be entitled to compensation from the commission for their necessary expenses occasioned by the service actually rendered, in addition to the regular service required in the department or office where they are regularly employed. The compensation of examiners shall not exceed five dollars per day, except in case of special and expert examiners employed in the preparation of questions and rating of candidates; the commission shall not expend or authorize the expenditure of moneys for any purpose in excess of the sums appropriated therefor by law. (As amended by chap. 352, Laws of 1913.)

§ 5. **Rooms and accommodations.**—It shall be the duty of the trustees of public buildings to cause suitable and convenient rooms and accommodations to be assigned or provided, and to be furnished, heated and lighted, at the capitol in the city of Albany, for carrying on the work and examinations of said commission, and said commission may order the necessary stationery, postage stamps, and official seal and other articles to be supplied, and the necessary printing to be done for its official use. It shall be the duty of the officers of the state of New York or of any civil division thereof, at any place where examinations are directed by the commission or its rules to be held to allow the reasonable use of public buildings, and to heat and light the same for holding such examinations, and in all proper ways to facilitate the same.

§ 6. **The powers and duties of the commission.**—The state civil service commission shall

1. Prescribe, amend and enforce suitable rules and regulations for carrying into effect the provisions of this chapter and of section nine of article five of the constitution of the state of New York, as herein provided. The rules prescribed by the state and municipal commissions pursuant to the provisions of this chapter shall have the force and effect of law.

2. Keep minutes of its own proceedings and records of its examinations and other official action.

3. Make investigations concerning and report upon all matters touching the enforcement and effect of the provisions of this chapter and the rules

and regulations prescribed thereunder, concerning the action of any examiner or subordinate of the commission and any person in the public service, in respect to the execution of this chapter, and in the course of such investigations each commissioner and the secretary and the chief examiner shall have power to administer oaths.

4. Have power to subpœna and require the attendance in this state of witnesses and the production thereby of books and papers pertinent to the investigation and inquiries hereby authorized and to examine them and such public records as it shall require in relation to any matter which it is required to investigate. And for the purposes of the examination hereby directed, the commission possesses all the powers conferred by the legislative law upon a committee of the legislature or by the code of civil procedure upon a board or committee, and may invoke the power of any court of record in the state to compel the attendance and testifying of witnesses and the production thereby of books and papers as aforesaid.

5. Make an annual report to the governor for transmission to the legislature, showing its own action, the rules and regulations and the exceptions thereto in force, and the practical effects thereof and any suggestions it may approve for the more effectual accomplishment of the purposes of this chapter.

6. Meet in Albany at least once in each calendar month, except the month of August, and hold such other meetings as the needs of the public service may require. A majority of the members of the commission shall constitute a quorum.

§ 7. Attendance of witnesses; fees.—Witnesses and officers to subpœna and secure the attendance of witnesses before said commission, shall be entitled to the same fees as are allowed witnesses in civil cases in courts of record. Such fees need not be prepaid, but the comptroller shall draw his warrant for the payment of the amount thereof, when the same shall have been certified to by the president of the commission, and duly proved by affidavit or otherwise to the satisfaction of the said comptroller; and all state, county, town, municipal and other officers and their deputies, clerks, subordinates and employees shall afford the said board all reasonable facilities in conducting the inquiries specified in this chapter, and give inspection to said board of all books, papers and documents belonging, or in any way appertaining to the respective offices, and shall also produce said books and papers, and shall attend and testify when required to do so by said commission.

§ 8. Duties of public officers.—It shall be the duty of all officers of the state of New York or of any civil division or city thereof to conform to and comply with and to aid in all proper ways in carrying into effect the provisions of this chapter, and the rules and regulations prescribed thereunder and any modification thereof. No officer or officers having the power of appointment or employment shall select or appoint any person for appointment, employment, promotion or reinstatement except in accordance with the provisions of this chapter and the rules and regulations prescribed thereunder. Any person employed or appointed contrary to the provisions of this chapter or of the rules and regulations established thereunder, shall be paid by the officer or officers so employing or appointing, or attempting to employ or

appoint him, the compensation agreed upon for any services performed under such appointment or employment, or in case no compensation is agreed upon, the actual value of such services, and any expenses incurred in connection therewith, and shall have a cause of action against such officer or officers or any of them for such sum or sums and for the costs of the action. No public officer shall be reimbursed by the state or any of its civil divisions for any sums so paid or recovered in any such action.

§ 9. Unclassified service; classified service.—The civil service of the state and of each of its civil divisions and cities shall be divided into the unclassified service and the classified service. The unclassified service shall comprise all elective offices, all offices filled by election or appointment by the legislature on joint ballot; all persons appointed by name in any statute; all legislative officers and employees, all offices filled by appointment by the governor, either upon or without confirmation by the senate, except officers and employees in the executive offices; all election officers, the head or heads of any department of the government, and persons employed in or who seek to enter the public service as superintendents, principals or teachers in a public school or academy or in a state normal school or college. The classified service shall comprise all positions not included in the unclassified service. All appointments or employments in the classified service, except those of veterans of the civil war, honorably discharged from the military or naval service of the United States, shall be for a probationary term not exceeding the time fixed in the rules.

§ 10. Rules for the classified state service.—The commission shall from time to time make rules for the classification of the offices, places and employments in the classified service of the state, and from time to time rules for the classification of the offices, places and employments in such civil divisions thereof, except cities, as after due inquiry by the commission shall be found practicable, and for appointments and promotions therein and examinations therefor, not inconsistent with the constitution and the provisions of this chapter, and shall amend the same from time to time. No examination or registration shall be required of persons to be employed as laborers in the state service. Such rules and any modifications thereof, shall take effect when approved by the governor. Due notice of the contents of such rules, and of any modifications thereof, shall be given by mail to appointing officers and heads of departments affected thereby, and such rules shall be printed for public distribution. Subject to the provisions of this chapter and of the rules established thereunder, the commission shall make regulations for and have control of examinations for the service of the state and the civil divisions thereof, except cities, and shall supervise and preserve the records of the same, but such examinations shall be held at least once a year in each of the following places: Albany, Amsterdam, Auburn, Binghamton, Buffalo, Dunkirk, Elmira, Geneva, Hornell, Ithaca, Jamestown, Johnstown, Kingston, Lockport, Malone, Middletown, Newburgh, New York, Ogdensburg, Olean, Oneonta, Oswego, Plattsburg, Poughkeepsie, Rochester, Saratoga, Syracuse, Utica and Watertown; and shall cover in each place all offices and positions for which competitive examinations are required, except such examinations as require special tools, machinery, appliances or laboratory facilities.

§ 11. **The classified city service.**—The mayor of each city in this state shall appoint and employ suitable persons to prescribe, amend and enforce rules for the classification of the offices, places and employments in the classified service of such city, and for appointments and promotions therein and examinations therefor; and for the registration and selection of laborers for employment therein, not inconsistent with the constitution and the provisions of this chapter, and shall amend the same from time to time. Such persons shall be municipal civil service commissioners and shall constitute the municipal civil service commission of such city. All appointments or designations of municipal civil service commissioners shall be made in such manner that not more than two-thirds of such commissioners in any city shall at any time be adherents of the same political party. Such rules herein prescribed and established, and all regulations now existing for appointment and promotion in the civil service of said city, and any subsequent modification thereof, whether prescribed under the authority of a general law or of any special or local law, shall be valid and take or continue in effect only upon the approval of the mayor of the city and of the state civil service commission. The authority by this section conferred shall not be so exercised as to take from any policeman or fireman any right or benefit conferred by law, or existing under any lawful regulation of the department in which he serves. All examinations herein authorized shall be public, and all rules shall be published, and, with all the proceedings and papers connected with said examinations, shall be at all times subject to the inspection of said state commission and its agents; and said commission shall set forth in its report the character and practical effects of such examinations, together with its views as to the improvement and extension of the same, and also copies of all rules made under the authority hereby conferred. Subject to the provisions of this chapter and of said rules, the municipal commission of any city shall make regulations for and have control of examinations and registrations for the service of such city, and shall supervise and preserve the records of the same. In case for any reason, the mayor of any city within sixty days after he has the power to appoint, fails to appoint such municipal commissioners, the state commission shall appoint them to hold office until the expiration of the term of the mayor then in office and until their successors are appointed and qualify. It shall be the duty of such persons to prepare and to procure the approval of the rules herein provided for, and, if they fail to do so within sixty days after their appointment, the state commission shall forthwith make said rules. It shall be the duty of such persons to make reports from time to time to the state commission, whenever said commission may request, of the manner in which this law, and the rules and regulations thereunder, have been and are administered, and the results of their administration in such city, and of such other matters as said commission may require, and annually on or before the fifteenth day of January, to make such a report to said commission; and it shall be the duty of said state commission in its annual report to set out either these reports, or a sufficient abstract or summary thereof, to give full and clear information as to their contents. A copy of the roster of the classified civil service of such city shall be transmitted to the state commission with the annual report aforesaid, and shall be filed in the office of said commission as a public record. The mayor may

at any time remove any municipal civil service commissioner appointed by him. Said state commission may also, by unanimous vote of the three commissioners, with the written approval of the governor, remove any municipal civil service commissioner appointed or employed under the authority of this section, for incompetency, inefficiency, neglect of duty or violation of the provisions of this chapter, or of the rules and regulations in force thereunder, or of any of them, specifying in writing the particulars of the incompetency, inefficiency, neglect of duty or violation charged, and filing the same as a public document in the office of the city clerk, or if there be no city clerk, in the office of the clerk of the board of aldermen, and a certified transcript thereof in the office of the state civil service commission, first giving such commissioner an opportunity to make a personal explanation in self-defense. Whenever a municipal civil service commissioner has been removed by the unanimous vote of the three state commissioners, with the written approval of the governor, or whenever any municipal commissioner shall resign or be removed by the mayor pending an investigation by the state commission of the administration of the civil service of the city in which such person is a municipal commissioner, or whenever any municipal commissioner shall resign or be removed by the mayor pending a hearing by the state commission of charges preferred against such municipal commissioner, the state commission and not the mayor of such city shall have power to appoint persons to fill such vacancies, and such persons so appointed by the state commission shall hold office as municipal civil service commissioners of such city until the expiration of the term of the mayor then in office and until their successors are appointed and qualify. Said state commission may at any time, by unanimous vote of the three commissioners, amend or rescind any rule, regulation or classification prescribed under the provisions of this section, provided that said state commission shall state the reasons for such action in writing, and file the same and a certified transcript thereof as a public document as hereinbefore provided, and give an opportunity to the municipal civil service commissioners concerned to make a personal explanation and to file papers in opposition to such action. The said state commission, however, shall not take such action upon any ground other than that the provisions or purposes of this chapter are not properly or sufficiently carried out by such rule, regulation or classification, nor without specifying in writing and detail in what particular such provisions or purposes are not carried out, nor shall said state commission exempt from competitive examination any position or place or employment in any city without the consent of the municipal commission of such city.

§ 12. **Classification.**—The offices and positions in the classified service of the state or of any civil division or city thereof for which civil service rules shall be established pursuant to this chapter, shall be arranged in four classes to be designated as the exempt class, the competitive class, the non-competitive class and, in cities, the labor class.

§ 13. **The exempt class.**—The following positions shall be included in the exempt class:

1. The deputies of principal executive officers authorized by law to act generally for and in place of their principals;

2. One secretary of each officer, board and commission, authorized by law to appoint a secretary;

3. One clerk, and one deputy clerk if authorized by law, of each court, and one clerk of each elective judicial officer:

4. In the state service, all unskilled laborers and such skilled laborers as are not included in the competitive class or the non-competitive class; and in addition thereto there may be included in the exempt class all other subordinate offices for the filling of which competitive or non-competitive examination may be found to be not practicable. But no office or position shall be deemed to be in the exempt class unless it is specifically named in such class in the rules, and the reasons for each such exemption shall be stated separately in the annual reports of the commission. Not more than one appointment shall be made to or under the title of any such office or position, unless a different number is specifically mentioned in such rules. Appointments to positions in the exempt class may be made without examination. (As amended by chap. 170, Laws of 1912; chap. 352, Laws of 1913.)

§ 14. The competitive class.—The competitive class shall include all positions for which it is practicable to determine the merit and fitness of applicants by competitive examination, and shall include all positions now existing, or hereafter created, of whatever functions, designations or compensation, in each and every branch of the classified service, except such positions as are in the exempt class, the non-competitive class or the labor class. Appointments shall be made to or employment shall be given in all positions in the competitive class that are not filled by promotion, reinstatement, transfer or reduction under the provisions of this chapter and the rules in pursuance thereof, by appointment from among those graded highest in open competitive examinations conducted by the state or municipal commission, except as herein otherwise provided. The term of eligibility shall be fixed for each eligible list at not less than one nor more than four years. Appointment shall be made from the eligible list most nearly appropriate for the group in which the position to be filled is classified, and a new list shall be created for a stated position or group of positions only when there is no appropriate list existing from which appointment may be made. No person shall be appointed or employed under any title not appropriate to the duties to be performed, and no person shall be transferred to, or assigned to perform the duties of, any position subject to competitive examination, unless he shall have previously passed an open competitive examination equivalent to that required for such position, or unless he shall have served with fidelity for at least three years in a similar position. Appointments to positions in the state service, the duties of which are confined to a locality outside of Albany county, shall, so far as practicable, be made from residents of the judicial district or districts including such locality. The examinations shall be public and shall be practical in their character and shall relate to those matters which will fairly test the relative capacity and fitness of the persons examined to discharge the duties of that service into which they seek to be appointed. Such commissions shall prepare lists of preliminary requirements and subjects of examination for the several positions or groups of positions in the competitive class and shall publish their rules and such information, and advertise such examinations in such manner as the nature of the examinations may

require. Each of such commissions shall require intending competitors to file in its office a reasonable length of time before the date of any examination, a formal application in which the applicant shall state under oath:

1. His full name, residence and post-office address.
2. His age and the place and date of his birth.
3. His health and physical capacity for the public service.
4. His right of preference by reason of military or naval service.
5. His business or employment, and residence for at least the previous five years.

6. Such other information as may reasonably be required touching the applicant's merit and fitness for the public service.

Blank forms for such application shall be furnished by said commissions without charge to all persons requesting the same. Such commissions may require in connection with such application such certificates of citizens, physicians, public officers or others having knowledge of the applicant, as the good of the service may require. Such commissions may refuse to examine an applicant, or after examination to certify an eligible, who is found to lack any of the established preliminary requirements for the examination or position for which he applies; or who is physically so disabled as to be rendered unfit for his performance of the duties of the position to which he seeks appointment; or who is addicted to the habitual use of intoxicating beverages to excess; or who has been guilty of a crime or of infamous or notoriously disgraceful conduct; or who has been dismissed from the public service for delinquency or misconduct; or who has intentionally made a false statement of any material fact, or practiced, or attempted to practice, any deception or fraud in his application, in his examination, or in securing his eligibility or appointment. When the position to be filled involves fiduciary responsibility, the appointing officer, where permitted by law, may require the appointee to furnish a bond or other security and shall notify the state or municipal commission of the amount and necessary details thereof. (As amended by chap. 547, Laws of 1911.)

§ 15. **Exemptions from competitive examination.**—Positions in the competitive class may be filled without examination as follows:

1. Whenever there are urgent reasons for filling a vacancy in the competitive class and there is no list of persons eligible for appointment after competitive examination, the appointing officer may nominate a person to the state or municipal commission for non-competitive examination, and if such nominee shall be certified by such commission as qualified after such non-competitive examination, he may be appointed provisionally to fill such vacancy until a selection and appointment can be made after competitive examination, but such provisional appointment shall not continue for a longer period than four months, nor shall successive provisional appointments be made to the same position under this subdivision. (As amended by chap. 361, Laws of 1915.)

2. In case of a vacancy in a position in the competitive class where peculiar and exceptional qualifications of a scientific, professional or educational character are required, and upon satisfactory evidence that for specified reasons competition in such special case is impracticable and that the position can be best filled by the selection of some designated person of high and recognized attainments in such qualities, the state or municipal commission may suspend

the provisions of the rule requiring competition in such case, but no such suspension shall be general in its application to such place, and all such cases of suspension shall be reported in the annual reports of such commissions with the reasons for the same.

3. When the services to be rendered by an appointee in the state service are for a temporary period not to exceed one month and the need of such service is important and urgent, the appointing officer may select for such temporary service any person on the proper list of those eligible for a permanent appointment without regard to his standing on such list.

§ 16. **Promotion; transfer; reinstatement; reduction.**—Vacancies in positions in the competitive class shall be filled, so far as practicable, by promotion from among persons holding positions in a lower grade in the department, office or institution in which the vacancy exists. Promotions shall be based upon merit and competition and upon the superior qualifications of the person promoted as shown by his previous service, due weight being given to seniority. For the purposes of this section an increase in the salary or other compensation of any person holding an office or position within the scope of the rules in force hereunder beyond the limit fixed for the grade in which such office or position is classified, shall be deemed a promotion. No promotion, transfer or reinstatement shall be made from a position in one class to a position in another class unless the same be specially authorized by the state or municipal commission, nor shall a person be promoted or transferred to a position for original entrance to which there is required by this chapter or the rules an examination involving essential tests or qualifications different from or higher than those required for original entrance to the position held by such person, unless he shall have passed the examination or attained a place upon the eligible list for such higher position.

§ 17. **The non-competitive class.**—The non-competitive class shall include such positions as are not in the exempt class or the labor class and which it is impracticable to include in the competitive class. Appointments to positions in the non-competitive class shall be made after such non-competitive examination as is prescribed by the rules.

§ 18. **The labor class in cities.**—The labor class in cities shall include unskilled laborers and such skilled laborers as are not included in the competitive class or the non-competitive class. Vacancies in the labor class in cities shall be filled by appointment from lists of applicants registered by the municipal commissions. Preference in employment from such lists shall be given according to date of application. There shall be separate lists of applicants for different kinds of labor or employment, and the commissions may establish separate labor lists for various institutions and departments. Where the labor service of any department or institution extends to separate localities, the commissions may provide separate registration lists for each district or locality. The commissions shall require an applicant for registration for the labor service to furnish such evidence or pass such examination as they may deem proper with respect to his age, residence, physical condition, ability to labor, skill, capacity and experience in the trade or employment for which he applies.

§ 19. **Official roster; reports of appointing officers.**—No person shall be appointed to or employed in any position in the classified service of the state or of any civil division or city thereof for which rules have been prescribed pursuant to the provisions of this chapter, until he has passed an examination or is shown to be especially exempted from such examination in conformity with such rules and the provisions of this chapter. It shall be the duty of each appointing officer of the state or any such civil division thereof, except cities, to report to the state civil service commission forthwith upon such appointment or employment the name of such appointee or employee, the title and character of his office or employment, the date of the commencement of service by virtue thereof and the salary or compensation thereof, and to report from time to time and upon the date of official action in or knowledge of each case, any separation of a person from the service, or other change therein, and such other information as the commission may require, in order to keep the roster hereinafter mentioned. The commission shall keep in its office an official roster of the classified civil service of the state and of each of the civil divisions thereof for which rules have been prescribed pursuant to this chapter, except cities, and shall enter thereon the name of each and every person who has been appointed to, employed, promoted or reinstated in any position in such service, upon such evidence as it may require or deem satisfactory that such person was appointed to, promoted or reinstated in the service in conformity with the provisions of law and the rules prescribed pursuant to this chapter. The official roster shall show opposite or in connection with each name the date of appointment, employment, promotion or reinstatement, the compensation of the position, the date of commencement of service, and date of transfer in or separation from service by dismissal, resignation, cancellation of appointment or death. In like manner the municipal commission of each city shall keep in its office an official roster of the classified civil service of such city, and shall enter thereon the name of each and every person who has been appointed to, employed, promoted or reinstated in any position in such service, upon such evidence as it may require or deem satisfactory that such person was appointed to, or employed, promoted or reinstated in the service in conformity with the provisions of law and of the rules, and it shall be the duty of each appointing officer of such city to report to such municipal commission in like manner as is hereinbefore provided for reports from appointing officers to the state commission.

§ 20. **Disbursing officers.**—It shall be unlawful for the comptroller or other fiscal officer of the state or any civil division or city thereof for which civil service rules have been prescribed pursuant to this chapter, to draw, sign or issue, or authorize the drawing, signing or issuing of any warrant on the treasurer or other disbursing officer of the state or such civil division or city thereof, for the payment of, or for the treasurer or other disbursing officer of the state or of such civil division or city thereof, to pay any salary or compensation to any officer, clerk or other person in the classified service of the state or of such civil division or city thereof, unless an estimate, payroll or account for such salary or compensation, containing the names of the persons to be paid, shall bear the certificate of the state civil service commission, or in case of the service of a city, the certificate of the municipal civil service commission of such city, that the persons named in such estimate, payroll or

account have been appointed or employed or promoted in pursuance of law and of the rules made in pursuance of law. Any officer, clerk or other person entitled to be certified by said commission, or either of them, to the comptroller, treasurer or other fiscal or disbursing officer of the state or any city or civil division thereof, as having been appointed or employed in pursuance of law and of the rules made in pursuance of law, and refused such certificate, may maintain a proceeding by mandamus to compel such commission or commissions to issue such certificate. If the state civil service commission or any municipal civil service commission shall find that any person has been transferred, assigned to perform duties or reinstated in violation of any provision of the civil service law or of the rules adopted thereunder, it shall so notify the comptroller or other fiscal officer of the state or of the appropriate civil division or city thereof and thereafter such officer shall not draw, sign or issue or authorize the drawing, signing or issuing of any warrant on the treasurer or other disbursing officer for the payment of salary or compensation to any such person. Any such person may maintain a proceeding by mandamus to compel the payment of salary or compensation so withheld, if lawfully entitled thereto. Any sums paid contrary to the provisions of this section may be recovered from any officer or officers making such appointment in contravention of the provisions of law and of the rules made in pursuance of law, or any officer signing or countersigning, or authorizing the signing or countersigning of any warrant for the payment of the same, and from the sureties on his official bond, in an action in the supreme court of the state, maintained by a citizen resident therein, who is assessed for and is liable to pay, or within one year before the commencement of the action, has paid a tax therein. All moneys recovered in any action brought under the provisions of this section must, when collected, be paid into the treasury of the state or such civil division thereof, except that the plaintiff in any such action shall be entitled to receive for his own use the taxable costs of such action. (As amended by chap. 240, Laws of 1909; chap. 67, Laws of 1914.)

§ 21. Preferences allowed honorably discharged soldiers, sailors and marines.—In every public department and upon all public works of the state of New York and of the cities, counties, towns and villages thereof, honorably discharged soldiers, sailors and marines from the army and navy of the United States in the late civil war who are citizens and residents of this state, shall be entitled to preference in appointment and promotion without regard to their standing on any list from which such appointment or promotion may be made to all competitive and non-competitive positions provided their qualifications and fitness shall have been ascertained as provided in this chapter and the rules and regulations in pursuance thereof; and a person thus preferred shall not be disqualified from holding any position in the civil service on account of his age or by reason of any physical disability provided such age or disability does not render him incompetent to perform the duties of the position applied for. Whenever any list of eligible persons, prepared under authority of this chapter, shall contain the names of honorably discharged soldiers, sailors and marines entitled to preference as aforesaid any reference in this chapter or in the rules and regulations in pursuance thereof to the persons standing highest on such list shall be deemed to indicate those

standing highest of those entitled to preference by the provisions of this section and such persons shall be given preference on any list of registered applicants for employment in the labor service, in accordance with the dates of their several applications as though such applications had been filed prior to those of any persons on such lists not entitled to the preference provided by this section. A refusal to allow the preference provided for in this and the next succeeding section to any honorably discharged soldier, sailor or marine or a reduction of his compensation intended to bring about his resignation shall be deemed a misdemeanor, and such honorably discharged soldier, sailor or marine shall have a right of action therefor in any court of competent jurisdiction for damages, and also a remedy by mandamus for righting the wrong.

§ 22. Power of removal limited.—Every person whose rights may be in any way prejudiced contrary to any of the provisions of this section shall be entitled to a writ of mandamus to remedy the wrong. No person holding a position by appointment or employment in the state of New York or in the several cities, counties, towns or villages thereof who is an honorably discharged soldier, sailor or marine, having served as such in the Union army or navy during the war of the rebellion, or who is an honorably discharged soldier, sailor or marine, having served as such in the army or navy of the United States during the late war with Spain or the incidental insurrection in the Philippines prior to July fourth, nineteen hundred and two, or who shall have served the term required by law in the volunteer fire department of any city, town or village in the state, or who shall have been a member thereof at the time of the disbandment of such volunteer fire department shall be removed from such position except for incompetency or misconduct shown after a hearing upon due notice upon stated charges, and with the right to such employee or appointee to a review by a writ of certiorari. If the position so held by any such honorably discharged soldier, sailor or marine or volunteer fireman shall become unnecessary or be abolished for reasons of economy or otherwise, the said honorably discharged soldier, sailor or marine or volunteer fireman holding the same shall not be discharged from the public service, but shall be transferred to any branch of the said service for duty in such position as he may be fitted to fill, receiving the same compensation therefor, and it is hereby made the duty of all persons clothed with power of appointment to make such transfer effective. The burden of proving incompetency or misconduct shall be upon the person alleging the same. In every county of the state wholly included within the limits of a city but not comprising the whole of such city, no regular clerk or head of a bureau or person holding a position in the classified state civil service, subject to competitive examination, shall be removed until he has been allowed an opportunity of making an explanation; and in every case of removal the true grounds thereof shall be forthwith entered upon the records of the department of the office in which he has been employed, and a copy filed with the state civil service commission. In case of a removal, a statement showing the reasons therefor shall be filed in the department or office where such clerk, head of a bureau or person had been employed. Whenever such offices, positions or employments in every county of the state hereinbefore specified are abolished or made unnecessary, it shall

be the duty of the head of the department or office in which such persons had been employed, to furnish the names of the person or persons affected to the state civil service commission, with a statement in the case of each of the date of his original appointment in the service. It shall be the duty of the state civil service commission forthwith to place the names of said persons upon a list of suspended employees for the office or position or for the class of work in which they have been employed, or for any corresponding or similar office, position or class of work, and to certify the said persons for reinstatement or re-employment in the order of their original appointment before making certification from any other list. The failure of any person on any such list for reinstatement or re-employment to accept after reasonable notice, an office or position in the same county and at the same salary or wages as the position formerly held by him, shall be held to be a relinquishment of his right to reinstatement as herein stated. Nothing in this section shall be construed to apply to the position of private secretary, cashier or deputy of any official or department. (As amended by chap. 264, Laws of 1910.)

§ 23. Compensation of veterans reinstated by order of the courts.—Any honorably discharged soldier, sailor or marine, who having served as such in the Union army or navy during the war of the rebellion, shall have been, or may hereafter be removed from any position held by him by appointment or employment in the state of New York or in the several cities, counties, towns or villages thereof in contravention or violation of any provision of section twenty-two of this article and who shall have been restored to such position or employment either by a peremptory writ of mandamus of the supreme court or by final order on a writ of certiorari, as authorized by said section twenty-two, shall be entitled to receive and shall receive from said state or the city, county, town or village thereof under which said position or employment was held by him, the same compensation therefor from the date of such unlawful removal to the date of his said restoration to said position or employment which he would have been entitled by law to have received in such position or employment but for such unlawful removal, and such veteran shall be entitled to a writ of mandamus to enforce the payment thereof, but such compensation or salary or wages, due in such position or employment, shall be subject to the provisions of sections four hundred seventy-four and four hundred seventy-five of the judiciary law for services rendered in either or both said special proceedings but otherwise shall be paid only directly to such veteran.

§ 24. Misdemeanor to obstruct right of examination; false representation; impersonation in examination.—Any commissioner, or examiner, or any other person who shall wilfully by himself or in co-operation with other persons, defeat, deceive or obstruct any person in respect of his or her right of examination, or registration, according to any rules or regulations prescribed pursuant to the provisions of this chapter, or who shall wilfully and falsely mark, grade, estimate or report upon the examination or proper standing of any person examined, registered or certified, pursuant to the provisions of this chapter, or aid in so doing, or who shall wilfully make any false representations concerning the same, or concerning the person examined, or who shall wilfully furnish to any person any special or secret information for the

purpose of either improving or injuring the prospects or chances of any person so examined, registered or certified, or to be examined, registered or certified, or who shall personate any other person, or permit or aid in any manner any other person to personate him, in connection with any examination or registration, or application or request to be examined or registered, shall for each offense be deemed guilty of a misdemeanor.

§ 25. Recommendations for appointment or promotion.—No recommendation or question under the authority of this chapter shall relate to the political opinions or affiliations of any person whatever; and no appointment or selection to or removal from an office or employment within the scope of the rules established as aforesaid, shall be in any manner affected or influenced by such opinions or affiliations. No person in the civil service of the state or of any civil division or city thereof, is for that reason under any obligation to contribute to any political fund or to render any political service, and no person shall be removed or otherwise prejudiced for refusing so to do. No person in the said civil service shall discharge or promote or reduce, or in any manner change the official rank or compensation of any other person in said service, or promise or threaten so to do for giving or withholding or neglecting to make any contribution of money or service or any other valuable thing for any political purpose. No person in said service shall use his official authority or influence to coerce the political action of any person or body, or to interfere with any election.

§ 26. Political assessments prohibited.—No officer, agent, clerk or employee under the government of the state of New York or any civil division or city thereof shall, directly or indirectly, use his authority or official influence to compel or induce any other officer, clerk, agent or employee under said government, or any civil division or city thereof, to pay or promise to pay any political assessment, subscription or contribution. Every said officer, agent, clerk or employee who may have charge or control in any building, office or room occupied for any purpose of said government, or any said division or city thereof, is hereby authorized to prohibit the entry of any person, and he shall not knowingly permit any person to enter the same for the purpose of therein making, collecting, receiving or giving notice of any political assessment, subscription or contribution; and no person shall enter or remain in any said office, building or room, or send or direct any letter or other writing thereto, for the purpose of giving notice of, demanding or collecting a political assessment, nor shall any person therein give notice of, demand, collect or receive any such assessment, subscription or contribution; and no person shall prepare or make out, or take any part in preparing or making out, any political assessment, subscription or contribution with the intent that the same shall be sent or presented to or collected of any officer, agent or employee subject to the provisions of this chapter, under the government of the state of New York, or that of any civil division or city thereof, and no person shall knowingly send or present any political assessment, subscription or contribution to or request its payment of any said officer, agent or employee. Any person who shall be guilty of violating any provision of this section shall be deemed guilty of a misdemeanor.

§ 27. Officers or candidates not to promise influence; "public officer" and "public employee" defined.—Whoever, while holding any public office, or in nomination for, or while seeking a nomination or appointment for any public office, shall corruptly use or promise to use, whether directly or indirectly, any official authority or influence, whether then possessed or merely anticipated, in the way of conferring upon any person, or in order to secure or aid any person in securing any office or public employment, or any nomination, confirmation, promotion or increase of salary, upon the consideration or condition that the vote or political influence or action of the last-named person, or any other, shall be given or used in behalf of any candidate, officer or party, or upon any other corrupt condition or consideration, shall be deemed guilty of bribery or an attempt at bribery. And whoever, being a public officer, or having or claiming to have any authority or influence for or affecting the nomination, public employment, confirmation, promotion, removal or increase or decrease of salary of any public officer, shall corruptly use, or promise, or threaten to use any such authority or influence, directly or indirectly, in order to coerce or persuade the vote or political action of any citizen or the removal, discharge or promotion of any officer or public employee, or upon any other corrupt consideration, shall also be guilty of bribery or of an attempt at bribery. Every person found guilty of such bribery, or an attempt to commit the same, as aforesaid, shall, upon conviction thereof, be liable to be punished by a fine of not less than one hundred dollars nor more than three thousand dollars, or to be imprisoned not less than ten days nor more than two years, or to both said fine and said imprisonment, in the discretion of the court. The phrase "public officer" shall be held to include all public officials in this state, whether paid directly or indirectly from the public treasury of the state, or from that of any civil division thereof, or by fees or otherwise; and the phrase "public employee" shall be held to include every person not an officer who is paid from any said treasury.

§ 28. Taxpayer's action.—Any taxpayer shall have the right to bring an action in the supreme court to restrain the payment of salary or other compensation to any person appointed to or holding any office, place or employment in violation of any of the provisions of this chapter, and such right shall not be limited or denied by reason of the fact that said office, place or employment shall have been classified as, or determined to be, not subject to competitive examination; provided, however, that any judgment or injunction granted or made in any such action shall be prospective only, and shall not affect payments already made or due to such persons by the proper disbursing officers, in accordance with the civil service rules in force at the time of such payments. (As amended by chap. 513, Laws of 1914.)

§ 29. Publication of examination pamphlet and civil list.—The state civil service commission may publish, and sell for a nominal sum, a pamphlet containing papers to illustrate to candidates the methods of examination, and containing such other information as in the opinion of the commission will be useful to candidates in making applications and preparing for competition. Such commission may also publish semi-annually, revised to the first day of January or the first day of July preceding, a civil list of the state and county service. Copies of such list shall be sent free to state officers, members of the legislature and such other public officers as the commission deems ad-

visable, and copies shall also be placed on sale at a minimum price sufficient to cover the cost of publication and mailing. (Added by chap. 590, Laws of 1910.)

ARTICLE 3

Classification of State Employees

SECTION 40. Application.

- 41. Classification of employees in grades.
- 42. Salaries for each grade.
- 43. Extra salary or compensation prohibited.
- 44. Temporary service.
- 45. Appointments and promotions.

§ 40. **Application.**—The provisions of this article shall apply to all clerks, bookkeepers, stenographers, copyists, messengers and other employees whose duties are of a clerical character in all the state departments, bureaus, commissions and offices, except those otherwise fixed by law, or whose salaries were January first, nineteen hundred and one, more than the maximum fixed herein.

§ 41. **Classification of employees in grades.**—All clerks, bookkeepers, stenographers, copyists, messengers, pages or other employees performing clerical service in the state departments, bureaus, divisions, commissions and other offices excepting deputies, heads, chiefs and assistant heads and chiefs of divisions or bureaus shall be classified in one of the following grades, in accordance with the appropriations made by the legislature for such purpose.

§ 42. **Salaries for each grade.**—The annual salaries of employees for each grade shall not be to exceed the following: First grade, three hundred sixty dollars; second grade, four hundred eighty dollars; third grade, six hundred dollars; fourth grade, seven hundred twenty dollars; fifth grade, nine hundred dollars; sixth grade, twelve hundred dollars; seventh grade, fifteen hundred dollars; eighth grade, eighteen hundred dollars; ninth grade, twenty-one hundred dollars; tenth grade, twenty-four hundred dollars.

§ 43. **Extra salary or compensation prohibited.**—No person holding a position or employed in any department, bureau, commission or office to which this article applies and for which a definite salary or compensation has been appropriated or designated, shall receive any extra salary or compensation in addition to that so fixed.

§ 44. **Temporary service.**—All departments, bureaus, commissions or offices which have been granted an appropriation for temporary clerical service, may appoint in accordance with the provisions of this article employees in any of the grades heretofore specified below the eighth grade, which employees shall be paid from the special appropriation made for such purpose, but from no other fund.

§ 45. **Appointments and promotions.**—Original appointment to the position of clerk, bookkeeper, stenographer, copyist or messenger shall be made so far as practicable to the lowest grade established in the department, bureau,

commission or office in which the appointment is made, and no position above such grade shall be filled by original appointment of a person not in the service, if there is employed in the same office or department in a similar position in a lower grade any person who is competent to perform the duties of the higher position who can be promoted. Promotion shall be made by successive grades so far as practicable, and no person shall be promoted to a position in the higher grade who has not served at least six months in the next lower grade.

ARTICLE 4

Laws Repealed; When to Take Effect

SECTION 60. Laws repealed.

61. When to take effect.

§ 60. Laws repealed.—Of the laws enumerated in the schedule hereto annexed, that portion specified in the last column is hereby repealed.

§ 61. When to take effect.—This chapter shall take effect immediately.

SCHEDULE OF LAWS REPEALED

Laws of	Chapter	Laws of	Chapter
1883	354	1896	821
1884	312	1897	428
1884	357	1898	184
1884	410	1898	186
1886	29	1899	370
1887	464	1900	66
1888	119	1900	195
1890	67	1900	675
1892	577	1901	521
1894	354	1901	533
1894	681	1902	270
1894	716	1902	355
1894	717	1904	637
1895	344	1904	697

(Became a law Feb. 17, 1909.

CONSTITUTIONAL PROVISION

From ARTICLE V, SECTION 9. * * * Appointments and promotions in the civil service of the state, and of all the civil divisions thereof, including cities and villages, shall be made according to merit and fitness to be ascertained, so far as practicable, by examinations, which, so far as practicable, shall be competitive; provided, however, that honorably discharged soldiers and sailors from the army and navy of the United States in the late civil war, who are citizens and residents of this state, shall be entitled to preference in appointment and promotion, without regard to their standing on any list from which such appointment or promotion may be made. Laws shall be made to provide for the enforcement of this section.

RULES FOR THE CLASSIFIED CIVIL SERVICE

STATE OF NEW YORK — THE CIVIL SERVICE COMMISSION

ALBANY, *February 8, 1916.*

The Civil Service Commission hereby certifies that, in compliance with the provisions of article V, section 9, of the Constitution and of chapter 15 of the Laws of 1909 of the State of New York, the following rules for the regulation of the classified civil service of the State of New York and the civil divisions thereof have been duly prescribed.

[L. S.]

SAMUEL H. ORDWAY,
WILLARD D. McKINSTRY,
WILLIAM GORHAM RICE,
State Civil Service Commissioners.

Rule I. Definition of Terms

The several terms hereinafter mentioned, whenever used in these rules or in any regulations thereunder, shall be construed as follows:

1. Chapter 15 of the Laws of 1909 shall be known as the "Civil Service Law."

2. The term "commission" or "state commission" means the state civil service commission.

3. The term "municipal commission" means the municipal civil service commission of a city.

4. The "civil service" of the state of New York or any of its civil divisions or cities includes all offices and positions of trust or employment in the service of the state or of such civil division or city, except such offices and positions in the militia and the military departments as are or may be created under the provisions of article XI of the constitution.

5. The "state service" shall include all such offices and positions in the service of the state, or of any of its civil divisions, except a city.

6. The "city service" shall include such positions in the service of any city.

7. The term "appointing officer" signifies the officer, commission, board or body having the power of appointment to subordinate positions in any office, court, department, commission, board or institution.

8. The term "class" refers to the divisions of the classified civil service based upon the distinctive methods of appointment to the positions comprehended therein.

9. The term "group" refers to the divisions in a class based upon the character of the duties of the positions, without regard to the salaries received.

10. The term "subdivision" refers to the divisions of positions in a group more specially arranged according to details for the purpose of examinations, identical in whole or in part.

11. The term "grade" refers to the divisions of any group or subdivision upon the basis of salary or compensation received.

12. The word "compensation" shall be construed as the annual salary of the position or its equivalent when stated by the day, week or month, and shall include proper commutation for lodgings and board, or either, when the same are furnished free as a part of such compensation, and such rate of commutation shall be fixed by regulation of the commission.

13. The term "veterans" refers to honorably discharged soldiers and sailors from the army and navy of the United States, in the late civil war, who are citizens and residents of this state.

14. The terms "laborer" and "unskilled laborer" are used synonymously and shall be construed as applying only to persons employed as ordinary laborers, and shall not include mechanics, artisans, tradesmen and other skilled laborers, and no person shall be deemed a "laborer" who receives a compensation greater than two dollars for each day of actual service or sixty dollars per month, unless facts relating to the work done by such person are presented to the commission showing that such work is that of an ordinary unskilled laborer.

15. The masculine pronoun "he" and its derivatives shall include the feminine pronoun "she" and its derivatives.

16. Whenever in these rules there is a direction that the commission shall report any matter to the legislature it shall be construed as referring to the next ensuing annual report of the commission to the legislature, as required by law.

Rule II. General Provisions

1. The violation of any of the provisions of the civil service law or of these rules by any person in the civil service of the state or of any civil division or city thereof shall be considered a good cause for the dismissal of such person from the service.

2. No person in the civil service of the state or of any civil division or city thereof shall use his official authority or influence to coerce the political action of any person or body; or shall dismiss or cause to be dismissed, or make any attempt to procure the dismissal of, or in any manner change the official rank or compensation of, any person in such service, because of his political opinions or affiliations.

3. No question in any examination, or form of application or other proceeding by or under the state commission or any municipal commission or their examiners shall be so framed as to elicit information concerning, nor any other attempt be made to ascertain the political opinions or affiliations of any applicant, competitor or eligible, and all disclosures thereof shall be discountenanced by the commission and its examiners, and no discrimination shall be exercised, threatened or promised against or in favor of any applicant, competitor or eligible, because of his political opinions or affiliations.

4. No recommendation of an applicant, competitor or eligible involving any disclosure of his political opinions or affiliations shall be received, filed or considered by the commission, by an examining board, or by any nominating or appointing officer.

5. No appointment or selection to or removal from an office or employment within the scope of any rules established under the civil service law shall be in any manner affected or influenced by any political opinions or affiliations.

6. No person in the civil service of the state or of any civil division or city thereof shall be obliged to contribute to any political fund or to render any political service; nor shall any such person, directly or indirectly, use his authority or official influence to compel or induce any other person in such service to pay or promise to pay any political assessment, subscription or contribution.

7. In making removals or reductions, or in imposing penalties for delinquency or misconduct, in the state service or city service penalties like in character shall be imposed for like offenses and action thereon shall be taken irrespective of the political opinions or affiliations of the offenders.

Rule III. Classification of the State Service

1. The civil service of the state and of each of its civil divisions shall be divided into the unclassified service and the classified service.

2. The unclassified service shall comprise all elective offices; all offices filled by election or appointment by the legislature on joint ballot; all persons appointed by name in any statute; all legislative officers and employees; all offices filled by appointment by the governor, either upon or without confirmation by the senate, except officers and employees in the executive offices; all election officers; the head or heads of any department of the government; and persons employed in or who seek to enter the public service as superintendents, principals or teachers in a public school or academy or in a state normal school or college.

3. The classified service shall comprise all positions not included in the unclassified service and shall be arranged in three classes: the exempt class, the competitive class, and the non-competitive class.

4. The classification by or under these rules in the competitive class of any position previously exempt from examination or subject to non-competitive examination shall not be deemed to confer upon the persons holding such position at the time of such change in classification any right or privilege of transfer or promotion to a position in the competitive class under these rules, except as permitted by sections 14 and 16 of the civil service law.

5. If at the time of promulgation of these rules there are in any office, department or institution more persons holding any position classified hereby in the exempt class than the number specified in such class by these rules, no further appointments shall be made under such exemption until the number of such persons in the service in said position shall have fallen below the number so specified.

Rule IV. Appointments to and Employment in the Classified Service

1. In pursuance of the provisions of section 9 of article V of the constitution and of the civil service law there shall be provided, to ascertain merit and fitness for admission to the classified service, examinations to be made under the general direction of the commission.

2. No person shall be appointed to or employed in any position in the classified service of the state or of any city or political division thereof for which rules have been prescribed pursuant to the provisions of the civil service law until he has passed an examination, or is shown to be especially exempted from such examination, in accordance with such rules and the provisions of the civil service law.

3. No person shall be appointed or employed under any title not appropriate to the duties to be performed, and no person shall be transferred to or assigned to perform the duties of any position subject to competitive examination, unless he shall have previously passed an open competitive examination equivalent to that required for such position, or unless he shall have served with fidelity in a similar position for at least three years.

4. Appointments to positions in the state service the duties of which are confined to a locality outside of Albany county, shall, so far as practicable, be made from residents of the judicial district or districts including such locality.

5. Appointments to positions in the service of any county or village to which the provisions of these rules apply shall be made from residents of such county or village, provided that such requirement as to residence may be specially suspended by the commission as to any position requiring high professional, scientific or technical qualifications, or in cases where through low compensation for services such requirement is disadvantageous to the public interests, but all such cases, whether of individuals or groups, with the reasons therefor, shall be reported to the legislature.

Rule V. The Exempt Class

The following positions shall be included in the exempt class:

1. The deputies of principal executive officers authorized by law to act generally for and in place of their principals.

2. One secretary of each officer, board and commission authorized by law to appoint a secretary.

3. One clerk, and one deputy clerk if authorized by law, of each court, and one clerk of each elective judicial officer.

4. All unskilled laborers and such skilled laborers as are not included in the competitive class or the non-competitive class.

5. All such other subordinate positions as the commission may deem it impracticable to fill by competitive or non-competitive examinations.

No office or position shall be deemed to be in the exempt class unless it is specifically named in this rule, nor shall more than one appointment be made to or under the title of any such office or position, unless a different number is specifically mentioned in this rule.

POSITIONS IN THE EXEMPT CLASS

STATE SERVICE

DEPARTMENTAL SERVICE

In all Offices, Departments and Institutions:

All unskilled laborers, and such skilled laborers as are not included in the competitive class or the non-competitive class, which are to be specially designated in the regulations prescribed by the commission.

In each Normal School:

The clerk to principal.

In the Agricultural Experiment Station at Geneva:

The director.

In the office of the Commissioner of Agriculture:

Four deputies; one detective; one confidential agent; secretary; one supervisory agent; one confidential clerk and stenographer; one cashier; superintendent and cashier, bureau of licenses; counsel, bureau of licenses; chief investigator, bureau of licenses; superintendent of the bureau of supervision of co-operative associations; four special detectives.

In the New York State School of Agriculture on Long Island:

Secretary and office manager in the office of the director.

In the State School of Agriculture and Domestic Science, Delhi:

The treasurer.

In the Department of Architecture:

One deputy acting as assistant state architect; one deputy acting as chief engineer; executive secretary; two confidential assistants; one confidential inspector.

In the office of the State Athletic Commission:

The secretary.

In the office of the Attorney-General:

Twenty-two deputies; one confidential clerk; the stenographer to the attorney-general; the confidential messenger; the private secretary; confidential stenographer in the New York city bureau; confidential messenger in the New York city bureau; one special investigator in the New York city bureau; one financial clerk; confidential secretary in the conservation bureau; six deputies in the court of claims bureau.

In the Banking Department:

Three deputies; the confidential clerk and financial clerk and private secretary; the stenographer to the superintendent; one confidential stenographer in the New York office; confidential messenger.

In the office of the State Commission for the Blind:

The secretary.

In the office of the State Bridge and Tunnel Commission:

The secretary; the assistant secretary; the counsel.

In the office of the Bronx Parkway Commission:

One engineer and secretary; the counsel.

In the office of the State Board of Charities:

The secretary.

In the office of the Comptroller:

Three deputies; private secretary to the comptroller; stenographer to the comptroller, Albany office; stenographer to the deputy comptroller, Albany office; stenographer to the comptroller, New York office; stenographer to the deputy comptroller, New York office; two corporation tax commissioners; one special corporation tax commissioner; chief clerk, stock transfer tax bureau; the state prison lands agent; the custodian of the Saratoga battle monument; the custodian of the Lake George battleground, being the New York State Historical Society; chief clerk, secured debt tax bureau, Albany office; chief clerk, secured debt tax bureau, New York office; one supervising

examiner of private banks; thirty transfer tax appraisers; twenty examiners of transfers of stock; eighteen court and trust fund examiners; the clerk and the assistant clerk of each state prison; confidential agent to the comptroller; the cashier, secured debt tax bureau, New York office; confidential examiner, audit bureau; the managing clerk, transfer tax appraisers' office, New York county; transfer agent for the Commissioners of the Canal Fund.

In the office of the Conservation Commission:

The deputy; the secretary; supervisor of marine fisheries; confidential secretary to the commissioner; confidential stenographer to the commissioner; five district forest rangers; five confidential agents; one deputy attorney-general; one special deputy attorney-general; five assistant deputies attorney-general, appointed pursuant to section 9, chapter 318, laws of 1915; assistant secretary and cashier; cashier, bureau of marine fisheries; auditor of fire accounts.

In the office of the State Teachers' Retirement Fund Board:

The secretary.

In the office of the State Superintendents of Elections:

The chief deputy; the clerk; the stenographer; the deputies not exceeding the number fixed by law; one secretary.

In the office of the State Engineer and Surveyor:

The deputy; one special deputy; one confidential assistant; three division engineers; one cashier for each of the division engineers; the private secretary; confidential clerk and stenographer to the state engineer.

In the Department of Excise:

The deputy and fourteen special deputy commissioners; second deputy commissioner; the secretary to the commissioner; one confidential clerk; the financial clerk; one auditor; five detectives; one property clerk and purchasing agent; one bank messenger; one cashier in the Albany office; the cashier in the office of the special deputy commissioner at Albany, Buffalo, Brooklyn, New York, Long Island City, Rochester and White Plains; eleven attorneys; one watchman in the New York office of the department, employed annually for a period of sixty days between September first and December first; assistant cashier in the office of the Borough of Brooklyn; first assistant cashier in the office of the special deputy commissioner at New York.

In the Executive Department:

The secretary to the governor; the secretary to the lieutenant-governor; the military secretary; counsel; executive auditor; confidential stenographer.

In the office of the State Fair Commission:

The superintendent of grounds and buildings; the secretary; the treasurer; the superintendent of racing department; secretary of the horse show.

In the office of the Board of Commissioners of the Fire Island State Park:

The secretary and treasurer.

In the office of the Fiscal Supervisor of State Charities:

One deputy; the chief clerk; chief inspector; private secretary.

In the Department of Foods and Markets:

The deputy; the secretary.

In the office of the Treaty of Ghent Celebration Commission:

The secretary.

In the Department of Health:

The secretary; the medical expert on contagious diseases; director of the cancer laboratory; deputy commissioner of health; counsel for the cold storage bureau; two confidential stenographers.

In the office of the Health Officer, Port of New York:

Senior deputy health officer; three deputy health officers; the secretary; confidential stenographer; persons employed upon boats and tugs or in the quarantine stations, as follows: six boat captains; five engineers of boats; six firemen of boats; chief disinfecter; two engineers, Hoffman's Island; two engineers, Swinburne Island; three firemen, Hoffman's Island; two firemen, Swinburne Island.

In the Department of Highways:

The secretary; the assistant secretary; the first deputy; the second deputy; the third deputy; one auditor; one financial clerk; secretary to the commissioner; confidential agent to the commissioner; one confidential stenographer to the commissioner of highways; assistant to the first deputy; confidential secretary, office of the second deputy; three confidential inspectors, office of first deputy.

In the office of the State Hospital Commission:

The secretary; one collection attorney; one confidential accountant; chief transportation agent and secretary, bureau of deportation.

In the office of the Industrial Commission:

First deputy; second deputy; third deputy; the secretary; the counsel.

In the Insurance Department:

Three deputy superintendents; the cashier; one private secretary and confidential stenographer; the counsel; confidential stenographer, New York office; ten confidential investigators; chief confidential investigator; one bank messenger; one confidential clerk; cashier in the liquidation bureau; five inspectors of safety devices.

In the office of the Commissioners of the Land Office:

Three appraisers.

In the New York State Nautical School:

Secretary to commission, surgeon and such other positions not included in the labor class, the appointees to which are certified to the commission to be active in, or retired from, the merchant marine or naval service.

In the office of the Commissioners of the State Reservation at Niagara:

The treasurer; one police superintendent.

In the office of the Commission to Investigate Port Conditions and Pier Extensions in New York Harbor:

The secretary.

In the department of the Commissioners of the Palisades Interstate Park:

Two assistant draftsmen; one assistant marshal; one assistant secretary; three assistant timekeepers; five axemen; one bookkeeper; two

caretakers; one foreman carpenter; one chief clerk; one chief engineer; one chief marshal; three clerks; one draftsman; four firemen; two fire-patrol; twelve foremen; one head patrolman; five instrument men; one foreman laborer; one life saver; one master mechanic; two mechanics; one page boy; thirty-one patrolmen; one principal assistant engineer; three rodmen; two roller engineers; one stenographer; three superintendents; three timekeepers; one traveling foreman; one woods foreman.

In the office of the Board of Port Wardens:

The secretary.

In the office of the Prison Commission:

The secretary.

In the office of the Commission on New Prisons:

The secretary.

In the Prison Department:

The electrician and his assistant for the purpose of electrocution; warden's confidential clerk, Auburn prison; warden's confidential clerk, Sing Sing prison; assistant confidential clerk, Sing Sing prison; one confidential agent; private secretary to warden, Great Meadow prison; one secretary or clerk to the superintendent; three superintendents of industries; one confidential stenographer; sales and collecting agent; one confidential clerk.

In the office of the Probation Commission:

The secretary.

In the Department of Public Buildings:

The superintendent; the deputy superintendent; the private secretary and cashier; the custodian of the senate committee rooms; the custodian of assembly property; captain of the fire watch.

In the Department of the Trustees of Public Buildings:

The secretary.

In the office of the Public Service Commission for the First District:

The secretary to the commission; secretary to the chairman of the commission; assistant secretary to the commission; four secretaries to the commissioners; one chief engineer; one deputy engineer of subway construction; six division engineers; two general inspectors; one principal assistant engineer; auditor of accounts; the counsel; six assistant counsel; confidential stenographer to the counsel; secretary of the bureau of gas and electricity inspection; one assistant electrical engineer; chief statistician; the confidential stenographer to each commissioner; engineer of subway construction; chief gas engineer; chief of transit bureau.

In the office of the Public Service Commission for the Second District:

The secretary to the commission; secretary to the chairman of the commission; four secretaries to the commissioners; the counsel; chief engineer, division of light, heat and power; assistant chief, division of light, heat and power; chief of division of traffic; two inspectors of maintenance and operation; statistician; chief of division of tariffs; the confidential stenographer to the chairman of the commission; the assistant secretary; chief of division of telephones and

telegraphs; assistant chief of division of telephones and telegraphs; chief of division of capitalization; chief of the division of steam railroads; assistant secretary, Buffalo office; hearing and publicity clerk.

In the Department of Public Works:

The deputy superintendent; three assistant superintendents; the superintendent of repairs for each section; the disbursing clerk to each section superintendent; the private secretary; the financial clerk; one special agent whose appointment is provided for by section 270 of the Code of Civil Procedure, who shall also be special examiner and appraiser of canal lands; one advisory engineer; one paymaster.

In the office of the Racing Commission:

The secretary.

In the office of the State Reservation Commission, Saratoga Springs:

The secretary.

In the office of the Secretary of State:

The deputy; the chief clerk; the private secretary; the confidential clerk; one assistant to the first deputy secretary of state; one confidential stenographer to the first deputy secretary of state; two cashiers, automobile bureau; stenographer-translator, automobile bureau, New York office; confidential file and index clerk in the corporation bureau.

In the office of the Special Examiner and Appraiser of Canal Lands:

The secretary.

In the office of the Tax Commission:

The secretary; secretary to the president; four corporation tax examiners; corporation tax examiner and managing clerk, New York office; one confidential mortgage tax examiner; one assistant counsel.

In the office of the Treasurer:

The deputy; the cashier.

In the University of the State of New York:

Deputy commissioner of education and assistant commissioner for elementary education; assistant commissioner for higher education; assistant commissioner for secondary education; the secretary to the president; the confidential stenographer; secretary to the board of medical examiners; chief of division of administration; secretary to the state board of pharmacy.

In the office of the Watkins Glen Reservation Commission:

The secretary and treasurer.

In the office of the State Superintendent of Weights and Measures:

The deputy; the second deputy.

STATE COURTS

In the Courts:

One clerk, and one deputy clerk if authorized by law, of each court; one clerk, stenographer, attendant or other assistant to each elective judicial officer.

In the Court of Appeals:

All positions in the court of appeals, including all places to which appointments are made by the clerk of the court of appeals, except crier and messenger; one clerk to each retired judge of the court of appeals acting as referee.

In the Court of Claims:

The clerk; the deputy clerk and stenographer.

In the Supreme Court, Kings County:

One general clerk; one chief attendant; one typewriter operator; one confidential attendant to the board of justices.

In the Supreme Court, New York County:

One telephone operator in the justices' room in the county court house; one confidential attendant; one confidential attendant or stenographer to each justice.

In the Supreme Court, Eighth Judicial District:

One court attendant and telephone operator in the justices' chambers in Erie county.

In the Appellate Division Court House, New York City:

One custodian; one telephone operator; one chief engineer.

In the Supreme Court, Appellate Division, First Department:

One confidential attendant to each justice; one confidential clerk to be appointed under chapter 519, Laws of 1904; one crier; one consultation clerk and librarian; one assistant special deputy clerk assigned to act as assistant confidential clerk of the appellate term; one assistant clerk.

In the Supreme Court, Appellate Division, Second Department:

Two confidential attendants; two typewriter operators; one case and consultation clerk; one attendant and crier; one chief clerk; one deputy clerk.

In the Appellate Term of the Supreme Court, Second Department:

One chief clerk; one deputy clerk.

In the Supreme Court, Appellate Division, Third Department:

Two confidential attendants; one consultation attendant.

In the Supreme Court, Appellate Division, Fourth Department:

Two confidential attendants; one consultation clerk.

In the office of the Miscellaneous Reporter:

Associate editor, state department reports.

In the office of the State Reporter for the Court of Appeals:

One assistant state reporter.

In the office of the Supreme Court Reporter:

The supreme court reporter; one deputy; one secretary.

CHARITABLE, PENAL AND REFORMATORY INSTITUTIONS

In each State Hospital and Charitable Institution:

All chaplains; the treasurer for each state charitable institution.

In each State Prison:

The agent and warden; all chaplains.

In the Soldiers and Sailors' Home at Bath:

The commandant; secretary to the board of trustees; one cashier.

In the New York State Reformatory and the Eastern New York Reformatory:

The superintendent of reformatories; all chaplains.

In the New York State Training School for Girls at Hudson:

The superintendent.

In the State Agricultural and Industrial School, Industry:

All chaplains.

In the Women's Relief Corps Home at Oxford:

All positions the appointees to which are certified to the commission to be veterans, their wives or widows, army nurses residents of New York.

In the Craig Colony at Sonyea:

One agent who shall also be the treasurer.

COUNTY SERVICE

All unskilled laborers, and such skilled laborers as are not included in the competitive class or the non-competitive class, which are to be specially designated in the regulations prescribed by the commission.

In the offices of the Boards of Elections of the counties of Albany, Chautauqua, Niagara, Onondaga, Orange, Suffolk, Ulster and Westchester:

Three chief clerks, clerks, or stenographers.

Albany County

1. In the Almshouse:

One deputy superintendent of almshouse; two chaplains.

2. In the office of the Board of Child Welfare:

The secretary.

3. In the office of the Board of Supervisors:

The superintendent of soldiers' burials; the county attorney; architectural adviser, clerk of the works, to be employed during the construction and completion of the new court house.

4. In the office of the City Hall Commission:

One superintendent.

5. In the County Court:

One court stenographer acting as confidential clerk to county judge.

6. In the office of the County Treasurer:

One deputy; one cashier and bookkeeper.

7. In the office of the District Attorney:

First assistant district attorney; second assistant district attorney; one stenographer.

8. In the office of the Sheriff:

Deputy custodian of penitentiary; two chaplains.

9. In the office of the Surrogate:

The clerk of the court; one court officer.

Bronx County

1. In the County Court:
Private secretary; one confidential court attendant; one stenographer and typewriter.
2. In the office of the Commissioner of Jurors:
One assistant commissioner; one secretary.
3. In the office of the County Clerk:
Deputy county clerk; assistant deputy county clerk; chief clerk; cashier; secretary; equity clerk acting also as law clerk; one confidential stenographer; one special deputy clerk; two assistant special deputy clerks for the County Court; the counsel.
4. In the office of the District Attorney:
Five assistant district attorneys; four deputy assistant district attorneys; chief clerk; private secretary; clerk to grand jury; warden to grand jury; interpreter; two process servers; eight county detectives; four confidential stenographers, one for the district attorney and three for the assistant and deputy assistant district attorneys; one indictment clerk; one information clerk; one bail and forfeited recognition clerk; one stenographer to grand jury; one auditor.
5. In the office of the Register:
Deputy register; assistant deputy register; chief clerk; cashier; secretary; satisfaction clerk; special deputy register, mortgage tax bureau; cashier, mortgage tax bureau; assistant satisfaction clerk.
6. In the office of the Sheriff:
Counsel; secretary; cashier; three chaplains.
7. In the office of the Surrogate:
Law assistant and clerk to the surrogate; chief clerk; cashier; the public administrator; one confidential stenographer; one confidential attendant.

Chautauqua County

1. In the office of the County Clerk:
The deputy.
2. In the office of the County Judge:
One clerk or stenographer.
3. In the office of the District Attorney:
The assistant district attorney; one stenographer,
4. In the office of the Superintendent of the Poor:
The matron (wife of the superintendent); the chaplain.
5. In the office of the Surrogate:
The surrogate's clerk.

Erie County

1. In the office of the Board of Child Welfare:
The secretary.
2. In the office of the Board of Elections:
Two election deputies; the chief clerk; the assistant chief clerk; two clerks.

3. In the office of the Board of Supervisors:
One attorney; one messenger; one burial agent for deceased soldiers; deputy county attorney.
4. In the office of the Trustees for the City and County Hall:
One secretary.
5. In the Department of the Commissioner of Charities and Correction:
Secretary, acting as stenographer; county physician (deputy); first deputy county physician; second deputy county physician; superintendent of penitentiary; deputy superintendent of penitentiary; deputy superintendent of the poor; secretary, office of superintendent of the poor; deputy superintendent, county home and hospital; chaplain; deputy commissioner in charge of county farm and buildings.
6. In the office of the Commissioner of Jurors:
One deputy.
7. In the office of the County Auditor:
The deputy.
8. In the office of the County Clerk:
One deputy; one cashier; one secretary; one cashier, mortgage tax bureau.
9. In the office of the County Treasurer:
One deputy; two cashiers; one secretary.
10. In the office of the District Attorney:
Seven assistant district attorneys; two stenographers.
11. In the office of the Sheriff:
One bookkeeper, acting as cashier.
12. In the office of the Surrogate:
The clerk of the court.

Kings County

1. In the County Court:
The chief clerk; one deputy clerk; one clerk to each judge.
2. In the office of the Commissioner of Jurors:
One deputy commissioner of jurors; one secretary.
3. In the office of the Commissioner of Records:
One deputy; one superintendent; one secretary; the assistant superintendent.
4. In the office of the County Clerk:
One deputy county clerk; one assistant deputy county clerk; one secretary; the counsel; cashier; chief clerk of law department; chief clerk of certificates, satisfactions, and mechanics' liens.
5. In the office of the District Attorney:
Twelve assistant district attorneys; one chief clerk; one deputy assistant district attorney; four county detectives; four stenographers acting as private secretaries; clerk acting as confidential assistant.
6. In the office of the Public Administrator:
The counsel; the chief clerk.
7. In the office of the Register:
One deputy register; one assistant deputy register; one secretary; the counsel; one cashier, mortgage tax bureau.

8. In the office of the Sheriff:

The counsel; one chief clerk; one secretary; one jail warden; equity clerk; assistant clerk; one deputy sheriff assigned as attendant in the appellate division of the supreme court, second judicial department; one confidential stenographer.

9. In the office of the Surrogate:

The clerk of the court; the administration clerk; one transfer tax assistant; one transfer tax clerk.

Monroe County

1. In the office of the Board of Child Welfare:

The secretary.

2. In the office of the Board of Elections:

One chief clerk; one clerk.

3. In the office of the Board of Supervisors:

One chaplain county buildings.

4. In the County Court:

One court stenographer acting as confidential clerk to county judge; one confidential clerk, as provided by section 196 of the Judiciary Law.

5. In the County Court House:

The superintendent.

6. In the office of the County Attorney:

The county attorney.

7. In the office of the County Clerk:

The deputy county clerk; the first assistant deputy county clerk; the second assistant deputy county clerk.

8. In the office of the County Treasurer:

One cashier; the deputy county treasurer.

9. In the office of the District Attorney:

First assistant district attorney; second assistant district attorney; third assistant district attorney; first deputy assistant district attorney; second deputy assistant district attorney; two stenographers.

10. In the office of the Sheriff:

Two chaplains at jail.

11. In the office of the Superintendent of the Poor:

One deputy superintendent; the warden; one matron; two chaplains.

12. In the office of the Surrogate:

The clerk of the court; one deputy clerk.

13. In the Monroe County Penitentiary:

The superintendent; one deputy superintendent; one overseer; two chaplains.

Nassau County

1. In the office of the Board of Child Welfare:

The secretary.

2. In the office of the Board of Elections:

Two chief clerks, clerks or stenographers.

3. Appointed by the Board of Supervisors:
The county attorney.
4. In the office of the Commissioner of Jurors:
The assistant commissioner of jurors.
5. In the office of the Comptroller:
One confidential inspector.
6. In the office of the County Clerk:
The deputy, acting also as chief deputy register.
7. In the office of the County Judge:
Clerk to the county judge; one court crier.
8. In the office of the County Treasurer:
The chief clerk.
9. In the office of the District Attorney:
Two assistant district attorneys; one process server or county detective; stenographer to the grand jury acting as stenographer in the county court.
10. In the office of the Superintendent of the Poor:
The confidential clerk.
11. In the office of the Surrogate:
Clerk of the surrogate's court.

New York County

1. In the Court of General Sessions:
One clerk; one deputy clerk; one attendant to each judge; one clerk to each judge; warden to the additional grand jury.
2. In the office of the Commissioner of Jurors:
One assistant commissioner of jurors; one secretary.
3. In the office of the Commissioner of Records:
One superintendent; one assistant superintendent; one deputy.
4. In the office of the Commissioner of Records of the Surrogate's Court:
One deputy; one superintendent of records.
5. In the office of the County Clerk:
Three deputies; one assistant special deputy of the county clerk in Trial Term, Part I (Criminal Branch) of the Supreme Court, provided, however, that such clerk shall be a deputy clerk in the Court of General Sessions of the County of New York; one confidential stenographer; superintendent of indexing and recording; the counsel.
6. In the office of the District Attorney:
Fourteen assistant district attorneys; thirty-nine deputy assistant district attorneys; one chief clerk; three stenographers to grand jury; one chief law stenographer; five law stenographers; the chief process server; twelve process servers; two indictment clerks; one grand jury clerk; one private secretary; one confidential clerk; one clerk acting as confidential attendant to the district attorney; two stenographers acting as private secretaries.

7. In the office of the Public Administrator:
The assistant public administrator; the chief clerk.
8. In the office of the Register:
The deputy register; one assistant deputy register; the chief clerk; one secretary; two cashiers; two special deputy registers; one cashier, mortgage tax bureau; chief satisfaction clerk.
9. In the office of the Sheriff:
The counsel; one warden; one cashier; one secretary; one confidential stenographer; one bond clerk.
10. In the office of the Surrogate:
The chief clerk; five law assistants to surrogates; the clerk of the court; one clerk to the surrogate; one clerk to the additional surrogate; the transfer tax assistant; one confidential stenographer to the surrogates.

Niagara County

1. In the office of the Board of Child Welfare:
The secretary.
2. In the County and Surrogate's Courts:
Clerk of the court; stenographer to the county judge and surrogate.
3. In the office of the County Clerk:
The deputy.
4. In the office of the County Treasurer:
The deputy.
5. In the office of the District Attorney:
Two assistant district attorneys; stenographer to the grand jury.
6. In the office of the Superintendent of the Poor:
The matron at the almshouse (wife of superintendent); the physician.

Oneida County

1. The agent of the State Charities Aid Association.
2. In the office of the Board of Child Welfare:
The secretary.
3. In the office of the Board of Elections:
Three chief clerks, clerks or stenographers; one deputy clerk.
4. Appointed by the Board of Supervisors:
The attorney; jail physician, Utica; jail physician, Rome.
5. In the office of the Commissioner of Jurors:
The assistant commissioner of jurors.
6. In the office of the Comptroller:
The assistant comptroller; one confidential stenographer.
7. In the office of the County Treasurer:
The assistant or deputy.
8. In the office of the District Attorney:
Two assistant district attorneys; one stenographer; county detective.
9. In the office of the Sheriff:
Counsel to the sheriff.

10. In the office of the Superintendent of the Poor:
The matron (wife of the superintendent); chaplains.
11. In the Surrogate's Court:
The clerk of the court; the deputy clerk.

Onondaga County

1. In the office of the Board of Child Welfare:
The secretary.
2. In the office of the Board of Supervisors:
The purchasing agent; the county attorney.
3. In the County Court:
One court stenographer acting as confidential clerk to county judge and also acting as stenographer to grand jury.
4. In the County Court House:
The superintendent.
5. In the office of the County Clerk:
Two deputy county clerks; one cashier, mortgage tax bureau.
6. In the office of the County Treasurer:
The deputy county treasurer; the cashier.
7. In the office of the District Attorney:
The first assistant district attorney; second assistant district attorney; third assistant district attorney; one confidential clerk.
8. In the office of the Purchasing Agent:
The deputy.
9. In the office of the Superintendent of the Poor:
The deputy superintendent; one keeper; one matron; two chaplains.
10. In the office of the Surrogate:
The clerk of the court.
11. In the Onondaga County Penitentiary:
The superintendent; one deputy superintendent; two chaplains; three inspectors; one organist; the cashier.

Orange County

1. In the office of the Board of Child Welfare:
The secretary.
2. In the office of the Commissioners of the Home of the City and Town of Newburgh:
Matron (wife of superintendent).
3. In the County Court:
Stenographer to the grand jury.
4. In the office of the County Clerk:
The deputy.
5. In the office of the District Attorney:
The assistant district attorney; one county detective.

6. In the office of the Superintendent of the Poor:
Superintendent woman's building (wife of superintendent).
7. In the office of the Surrogate:
The clerk of the court.

Queens County

1. In the office of the Commissioner of Jurors:
The assistant commissioner of jurors.
2. In the County Court:
One confidential clerk to the county judge.
3. In the office of the County Clerk:
Deputy; assistant deputy; private secretary; financial clerk; counsel; searcher; deputy financial clerk; supervisor of mutilated records; calendar clerk.
4. In the office of the District Attorney:
Four assistant district attorneys; one deputy assistant district attorney; one chief clerk, the position to be filled by a person duly and regularly admitted as an attorney and counselor-at-law in the State of New York; one stenographer; one investigator.
5. In the office of the Sheriff:
The counsel; the chief clerk; one cashier; one stenographer.
6. In the office of the Surrogate:
The clerk of the surrogate's court; one clerk or stenographer to the surrogate.

Rensselaer County

1. In the office of the Board of Child Welfare:
The secretary.
2. In the office of the Board of Elections:
Three chief clerks, clerks or stenographers; one assistant clerk.
3. Appointed by the Board of Supervisors:
The county attorney; superintendent of burials of indigent soldiers, sailors and marines; superintendent of the court house and the court house annex.
4. In the office of the County Clerk:
The custodian; the deputy; one secretary.
5. In the office of the County Judge:
Clerk to the county judge.
6. In the office of the County Treasurer:
The deputy; one tax clerk.
7. In the office of the District Attorney:
The assistant district attorney; stenographer to the grand jury; the county detective.
8. In the office of the Superintendent of the Poor:
The matron (wife of the keeper).
9. In the office of the Surrogate:
Clerk of the surrogate's court; deputy clerk; clerk to the surrogate.

Richmond County

1. In the office of the Commissioner of Jurors:
The assistant commissioner of jurors.
2. In the office of the County Clerk:
The deputy county clerk.
3. In the office of the County Judge and Surrogate:
The clerk of the surrogate's court; one confidential clerk.
4. In the office of the District Attorney:
First assistant district attorney; second assistant district attorney; one special messenger and subpoena server; one confidential clerk; two stenographers to grand jury.
5. In the office of the Sheriff:
The counsel.

Suffolk County

1. In the office of the Board of Child Welfare:
The secretary.
2. Appointed by the Board of Supervisors:
The county attorney.
3. In the office of the County Clerk:
The deputy.
4. In the office of the County Judge:
One clerk or stenographer.
5. In the office of the District Attorney:
One clerk or stenographer; one assistant district attorney.
6. In the office of the Superintendent of the Poor:
Matron at the almshouse (wife of keeper).
7. In the Surrogate's Court:
Clerk of the court.

Ulster County

1. In the office of the Board of Child Welfare:
The secretary.
2. Appointed by the Board of Supervisors:
The county attorney.
3. In the County Court:
The stenographer to the grand jury.
4. In the office of the County Clerk:
The deputy.
5. In the office of the District Attorney:
The assistant district attorney.
6. In the office of the Superintendent of the Poor:
Chaplains; the physician; the matron (wife of keeper).
7. In the office of the Surrogate:
The clerk of the court.

Westchester County

1. In the office of the Board of Supervisors:
The county attorney; manager of the Bronx Valley sanitary trunk sewer.
2. In the County Court:
One court stenographer.
3. In the office of the Commissioner of Jurors:
One deputy.
4. In the office of the Comptroller:
The first deputy.
5. In the office of the County Clerk:
Three deputies.
6. In the office of the County Treasurer:
The deputy treasurer; one cashier.
7. In the office of the District Attorney:
First assistant district attorney; second assistant district attorney; one clerk; the stenographer to grand jury; confidential clerk and stenographer; county investigator.
8. In the office of the Register:
One mortgage tax deputy; one cashier, mortgage tax bureau.
9. In the office of the Sheriff:
The sheriff's clerk; the attorney.
10. In the office of the Superintendent of the Poor:
One keeper: one matron; two chaplains; one secretary.
11. In the office of the Surrogate:
The clerk of the court; one clerk or attendant to surrogate; one deputy clerk of the court; the transfer tax assistant.

VILLAGE SERVICE

All unskilled laborers, and such skilled laborers as are not included in the competitive class or the non-competitive class, which are to be specially designated in the regulations prescribed by the commission.

Ossining:

Counsel; police justice; two engineers, fire department (\$75 each per annum); one fireman (stoker), fire department (\$37.50 per annum); engineer and surveyor (per diem employment); secretary board of health.

Peekskill:

Attorney; police justice; acting police justice; engineer and surveyor (per diem employment).

Port Chester:

Corporation counsel; assessor; police justice; acting police justice; secretary board of health, who is also registrar of vital statistics.

White Plains:

Engineer and surveyor; corporation counsel.

Rule VI. Appointments in the Exempt Class

Appointments may be made to the exempt class without examination. Notification of such appointments shall be made forthwith to the commission for entry upon the official roster and subsequent certification for payment of salaries.

Rule VII. The Competitive Class

The competitive class shall include all positions now existing or hereafter created of whatever function, designation or compensation in each and every branch of the classified service, except such positions as are specifically designated in the exempt class or the non-competitive class, arranged in the following groups and subdivisions:

**GROUPS BASED UPON THE CHARACTER OF THE SERVICE
RENDERED**

Group A. Clerks, which term shall include all positions, the duties of which are of a clerical character, and which are not otherwise specifically provided for herein.

- Subdivision 1. Secretaries, chief clerks.
2. Clerks, recorders, registers, copyists.
 3. Clerks with special educational requirements.
 4. Bookkeepers, accountants.
 5. Stenographers and typewriters.
 6. Pages, office boys and girls.

Group B. Cashiers, which term shall include all positions, the duties of which are the actual receipt, custody or disbursement of money or the enforcement of the accountability for the same.

- Subdivision 1. Cashiers, tellers, paymasters, disbursing agents or clerks, financial clerks.
2. Auditors, comptrollers.

Group C. Custodians and messengers, which term shall include all positions, the duties of which are the charge of property or persons, or as attendants.

- Subdivision 1. Stewards who are not disbursing agents, superintendents of buildings.
2. Matrons.
 3. Storekeepers.
 4. Prison and reformatory keepers and guards.
 5. Officers, attendants, nurses, etc., having care of inmates of institutions and hospitals.
 6. Protectors of forest, fisheries and game.
 7. Messengers, ushers, attendants, orderlies, marshals, criers, porters, watchmen in courts and offices.
 8. Janitors.
 9. Elevatormen.

Group D. Engineers, which term shall include all positions where qualifications of an engineering or cognate character are required.

- Subdivision 1. Civil engineers.
2. Levelers, surveyors, rodmen.
 3. Chainmen.

Subdivision 4. Architects.

5. Architectural draftsmen.
6. Engineering draftsmen.
7. Chief engineers.
8. Electrical engineers, dynamo tenders, electricians.
9. Steam engineers, firemen, engine drivers.

Group E. Inspectors, which term shall include all positions, the duties of which are the inspection of materials or workmanship or the supervision of laborers.

Subdivision 1. Superintendents of construction or repairs when not civil engineers or architects.

2. Inspectors of masonry, iron work and other materials and workmanship.
3. Electrical inspectors.
4. Overseers, foremen.

Group F. Special agents, which term shall include all positions requiring detective ability.

Subdivision 1. Examiners for the banking department.

2. Examiners for the insurance department.
3. Examiners for the comptroller and other state officers.
4. Examiners for state boards and commissions.
5. Deputy factory inspectors.
6. Special excise agents.
7. Inspectors of milk, butter, cheese, vinegar, etc.

Group G. Law positions, which term shall include all positions requiring some legal knowledge.

Subdivision 1. Law clerks, brief clerks, statutory revision clerks, clerks in other offices whose duties require some legal knowledge.

2. Corporation examiners and clerks.
3. Clerks of courts.

Group II. Medical positions, which term shall include all positions requiring medical or pharmaceutic knowledge.

Subdivision 1. Superintendents of asylums and hospitals, who are necessarily physicians.

2. Physicians, surgeons.
3. Medical examiners.
4. Medical internes.
5. Pathologists.
6. Health officers.
7. Sanitary experts and inspectors.
8. Pharmacists, apothecaries.
9. Veterinarians.

Group I. Mathematicians, which term shall include all positions requiring special mathematical qualifications.

Subdivision 1. Actuaries, statisticians, computers.

2. Expert accountants.

Group J. Scientists, which term shall include all positions requiring special scientific knowledge.

Subdivision 1. Geologists.

2. Paleontologists.
3. Botanists.
4. Entomologists.
5. Bacteriologists.
6. Chemists.

Group K. Agriculturists, which term shall include all positions requiring agricultural or horticultural knowledge, including arboriculture and the breeding and care of domestic animals.

Subdivision 1. Agriculturists, farmers.

2. Horticulturists, gardeners, arboriculturists.

Group L. Instructors, which term shall include all positions, the duties of which are scholastic instruction or to educate or test the ability to instruct.

Subdivision 1. Principals of schools.

2. Teachers in all branches, other than such as are otherwise specially provided for in this classification.
3. Examiners of educational and scholastic qualifications.

Group M. Mechanics and craftsmen, which term shall include all positions requiring special mechanical skill, or as tradesmen, not classed as laborers.

Subdivision 1. Mechanics, craftsmen and tradesmen, whose duties shall be actual service as such.

2. Instructors in any handieraft or mechanical or other trade.

Group N. Miscellaneous positions, which term shall include all positions requiring expert or other qualifications not embraced in the exempt or non-competitive classes, or in other groups in this class.

Subdivision 1. Superintendents of institutions, who are not necessarily physicians or instructors.

2. Chief and assistant librarians.
3. Interpreters.
4. Proofreaders.
5. Superintendents of hatcheries.
6. Other positions, except those specifically named in this classification as in other groups or hereafter included in them.

1. The omission in the above classification of any official designation or appellation of a position in the service shall not exclude such position from the classification, as it will be comprised in the group and subdivision to which it belongs by the general definition and specifications of such group and subdivision.

2. The commission may further subdivide for the purposes of examination the positions in any group or subdivision thereof, so as to test practically the special qualifications requisite for such positions.

3. The classification of all positions shall be governed solely by the respective duties and functions of such positions, and in requesting from the commission certifications from eligible lists for selection for appointment, the heads of offices shall give in detail the duties attached to such positions, and

shall name so near as may be the groups and subdivisions that comprise respectively such duties and functions.

4. For the purpose of orderly arrangement and of regulated promotion, the positions in each subdivision of each group shall be divided into grades based upon the rates of annual compensation.

Grades of employment fixed by law, or by regulation of any department, office or institution made in pursuance of law, shall be the grades for purposes of promotion under this rule.

In the Supreme Court and the County Court, county of Kings, positions shall be graded as follows:

Grade A. Court officers or court attendants, salaries from \$1,500 to \$2,000 per annum, inclusive.

Grade B. Clerks and assistant clerks, salaries \$2,000 to \$4,500 per annum.

Grade C. Court interpreters, salaries \$1,500 to \$2,500 per annum.

Grade D. Court stenographers, salaries \$3,600 per annum.

Promotions from Grade A to Grade B will be allowed upon competitive examination.

In the Supreme Court, county of Queens, positions shall be graded as follows:

Grade A. Court officers or court attendants, salaries from \$1,500 to \$2,000 per annum, inclusive.

Grade B. Clerks and assistant clerks, salaries \$2,000 to \$4,500 per annum.

Grade C. Court interpreters, salaries \$1,500 to \$2,000 per annum.

Promotions from Grade A to Grade B will be allowed upon competitive examination.

In the County Court, county of Queens, positions shall be graded as follows:

Grade A. Court officers, attendants and crier, salaries from \$1,500 to \$2,000 per annum, inclusive.

Grade B. Clerks and assistant clerks, salaries \$2,000 to \$4,000 per annum, inclusive.

Grade C. Court interpreters, salaries \$1,500 to \$2,500 per annum, inclusive.

Grade D. Court stenographers, salaries \$3,000 per annum.

Promotions from Grade A to Grade B will be allowed upon competitive examination.

In the Supreme Court, county of Richmond, positions shall be graded as follows:

Grade A. Court officers or court attendants, salaries from \$1,200 to \$1,800 per annum, inclusive.

Grade B. Clerks and assistant clerks, salaries from \$2,000 to \$4,000 per annum.

Promotion from Grade A to Grade B will be allowed upon competitive examination.

In all other cases positions shall be graded as follows:

Grade 1. All positions, the compensation of which is at the rate of not more than \$360 per annum.

Grade 2. All positions, the compensation of which is at the rate of more than \$360, but not more than \$480 per annum.

Grade 3. All positions, the compensation of which is at the rate of more than \$480, but not more than \$600 per annum.

Grade 4. All positions, the compensation of which is at the rate of more than \$600, but not more than \$720 per annum.

Grade 5. All positions, the compensation of which is at the rate of more than \$720, but not more than \$900 per annum.

Grade 6. All positions, the compensation of which is at the rate of more than \$900, but not more than \$1,200 per annum.

Grade 7. All positions, the compensation of which is at the rate of more than \$1,200 but not more than \$1,500 per annum.

Grade 8. All positions, the compensation of which is at the rate of more than \$1,500, but not more than \$1,800 per annum.

Grade 9. All positions, the compensation of which is at the rate of more than \$1,800, but not more than \$2,100 per annum.

Grade 10. All positions, the compensation of which is at the rate of more than \$2,100, but not more than \$2,400 per annum.

Grade 11. All positions, the compensation of which is at the rate of more than \$2,400, but not more than \$3,000 per annum.

Grade 12. All positions, the compensation of which is at the rate of more than \$3,000 per annum.

Rule VIII. Appointments to Positions in the Competitive Class

1. Appointments shall be made to or employment shall be given in all positions in the competitive class that are not filled by promotion, reinstatement, transfer or reduction under these rules by selection from the persons graded highest on the most nearly appropriate eligible list resulting from open competitive examination held by the commission, except as herein otherwise provided.

2. Whenever an appointing officer shall request a certification from the commission for appointment to or employment in any position in the competitive class he shall specify the title, duties and compensation of such position, so that certification may be made from the proper eligible list, or that when necessary a proper eligible list may be prepared as the result of an open competitive examination held for that purpose. The secretary shall thereupon as soon as practicable certify to the appointing officer for appointment, from the eligible list most nearly appropriate to such position, as it may then exist, the names of the three persons, if there be so many, standing highest on such eligible list, indicating such of them, if any, as are honorably discharged soldiers, sailors or marines from the army or navy of the United States in the late civil war, citizens and residents of this state, together with the average percentages and postoffice addresses of such persons. If the appointing officer shall notify the commission of more than one vacancy at any time, the secretary shall certify to the appointing officer the names of as many persons as there are vacancies to be filled, with the addition of two names. No person shall be certified from an eligible list more than three times to the same appointing officer for the same or a similar position at the same rate of compensation, except at the request of said officer, unless the person so certified is a veteran, in which case his name shall continue to be certified so long as it remains on the eligible list under these rules. Whenever the sex of those whose names are to be certified is fixed by any law, rule or regulation, or is specified in the request for certification, the names of those of the sex so fixed or specified shall be certified, but in other cases certification shall be made without regard to sex. When an eligible certified for appointment

shall fail to accept an offer of appointment, by mail within the four business days next succeeding the mailing of notice of appointment, or shall fail to accept an appointment within the same or next succeeding business day when notification is sent him by telegram, he shall be deemed to have declined the appointment, and upon proper notice of such fact from the appointing officer the secretary shall certify from the list an additional name or names to replace the names of persons so declining. The name of any person certified as eligible for a probationary appointment who shall decline such appointment shall be stricken from the list from which certification is made, unless such declination be for reasons acceptable to the commission. Whenever one or more eligibles shall have declined any appointment offered and an eligible whose relative standing is lower shall have been appointed to the position, the salary or compensation of such appointee shall not be increased within a period of six months after his appointment beyond that offered to the persons so declining.

3. From the persons whose names are so certified the officer shall make selection to fill the vacancy or vacancies, subject, however, to the provisions of the constitution giving preference in appointment to veterans. Whenever the appointing officer who shall have made a requisition to fill a certain number of vacancies shall appoint a number smaller than that of the vacancies named by him, he shall not make selection from the whole number certified to him but only that number of names standing highest upon the list that would have been certified to him had the requisition stated the number of vacancies which he actually filled. Whenever the eligible list certified contains less than three names, the appointing officer in his discretion may make a selection for appointment from such list or proceed as provided in section four or section ten of this rule, subject, however, to the provisions of the constitution giving preference in appointment to veterans.

4. Whenever there are urgent reasons for filling a vacancy in any position in the competitive class, and there is no list of persons eligible for appointment after competitive examination, or the existing list contains less than three names, the appointing officer may nominate a person to the commission for non-competitive examination, and if such nominee shall be certified by such commission as qualified after such non-competitive examination, he may be appointed provisionally to fill such vacancy until a selection and appointment can be made after competitive examination, but such provisional appointment shall not continue more than ten days after notice to the appointing officer that an eligible list has been prepared for such position, nor in any case for a longer period than four months.

5. In case of vacancy in any position in the competitive class, where peculiar and exceptional qualifications of a scientific, professional or educational character are required, and upon satisfactory evidence that for specified reasons competition in such special case is impracticable, and that the position can be best filled by the selection of some designated person of high and recognized attainments in such qualities, the commission may suspend the provisions of the rule requiring competition in such case, but no such suspension shall be general in its application to such place, and all such cases of suspension shall be reported to the legislature, with the reasons for the same.

6. When the services to be rendered by an appointee are for a temporary period, not to exceed one month, and the need of such service is important and urgent, the appointing officer may select for such service any person on the proper list of those eligible for permanent appointment, without regard to his standing on such list.

7. No person shall be eligible to temporary appointment to any position in the competitive class if he has received a temporary or provisional appointment within the previous four months, unless such person shall be one of the three highest on the list willing to accept such employment.

8. The acceptance by an eligible of a temporary appointment shall not affect his standing on the register for a permanent employment, nor shall the period of temporary service be counted as part of the probationary service, in case of subsequent appointment to a permanent position.

9. The commission may by special action except from examination under these rules: a. Any person who shall render professional, scientific, technical or other expert service of an occasional and exceptional character; b. Any person who shall render services for which because of their temporary and exceptional character it would not be practicable to hold an examination of any kind. Such exceptions shall be allowed only in cases where the compensation in any one year shall not exceed \$300; provided, that such limitation of compensation shall not apply to any person employed by the governor, comptroller, or attorney-general; and further provided, that the commission may suspend such limitation of compensation by special resolution in other cases. All exceptions granted under this section, with reasons therefor, shall be set forth by the commission in its next annual report.

10. Whenever a vacancy exists in a position in the competitive class, and an open competitive examination duly advertised does not result in an eligible list of at least three names for such position, the head of the office may nominate a person to the commission for non-competitive examination, and if such nominee shall be certified by the commission as qualified, he may be appointed to fill such vacancy. In case there is a person serving in such a position under provisional examination, and no one applies to compete with him in an open competitive examination duly advertised, the provisional appointment of such person may be made permanent.

11. A person legally holding a position by appointment for a fixed term, may be retained without examination at the expiration of such term upon receiving a reappointment, but otherwise the position shall be deemed vacant for the purpose of choosing his successor.

Rule IX. Applications to Enter Examinations

1. No person shall be admitted to any examination for a position in the competitive class, until as provided by the civil service law, he shall have filed an application under oath upon a form prescribed by the commission and accompanied by such certificates as may be prescribed.

2. Every applicant for examination must be a citizen of the United States; and at the time of examination for at least three months a resident of the state of New York, or for at least three months a resident of any political subdivision or municipal corporation in which he seeks appointment; provided, that such requirements as to citizenship and residence may be spe-

cially suspended by the commission as to any position requiring high professional, scientific or technical qualifications, or in cases where through low compensation for services such requirements are disadvantageous to the public interests, but all such cases, whether of individuals or groups, with the reasons therefor, shall be reported to the legislature.

3. No application for examination shall be accepted, unless the applicant is within the age limitations fixed by the commission for entrance to the position to which he seeks to be appointed.

4. The commission may refuse to examine an applicant, or after examination to certify an eligible who is found to lack any of the established preliminary requirements for the examination or position for which he applies; or who is physically so disabled as to be rendered unfit for the performance of the duties of the position to which he seeks appointment; or who is addicted to the habitual use of intoxicating beverages to excess; or who has been guilty of a crime or of infamous or notoriously disgraceful conduct; or who has been dismissed from the service for delinquency or misconduct; or who has intentionally made a false statement in any material fact, or practiced or attempted to practice, any deception or fraud in his application or examination, or in securing his eligibility or appointment. Any of the foregoing disqualifications shall be good cause for the removal of an eligible from the service after his appointment.

5. In applications for examination for positions requiring scientific, professional or technical qualifications, the commission may require evidences of special education for, or of practical experience for a satisfactory term in, such science, profession, art or trade; and shall require the production of such certificates of competency and licenses as are provided by the statutes of this state as necessary to enable the practice of any profession, art or trade.

6. Any application for a position in the civil service made in contravention of the provisions of section 4 of rule II, will be rejected.

Rule X. Examinations

1. All examinations shall be public and shall be practical in their character and relate to such matters as will fairly test the relative capacity and fitness of the persons examined to discharge the duties of that service into which they seek to be appointed.

2. The commission shall prepare lists of preliminary requirements and subjects of examination for the several positions and groups of positions in the competitive class, and under its direction and subject to its approval the chief examiner shall, from time to time, prepare such examinations for the positions and groups of positions aforesaid as shall be pertinent to them, under the provisions of the preceding section of this rule.

3. The commission may further direct oral examinations or special practical tests of fitness for any particular positions requiring any scientific, professional or technical knowledge or manual skill.

To prepare examinations and rate applicants for such positions, the commission may employ an examiner of technical training and experience, who shall also act as assistant chief examiner, and shall assume the duties of the chief examiner in the latter's absence.

4. For the purpose of making examinations of applicants, from time to time,

as may be required, the commission shall designate and select suitable persons to be local examiners at such places as it deems necessary, and shall duly commission such persons as examiners; and the commission may at any time substitute any other person in place of any one so selected. When persons selected as examiners are in the official service of the state, the head of the office in which such persons serve shall be consulted; and in the discharge of their duties as examiners, the persons so selected from the official service shall be responsible solely to the commission, and shall act under its regulations and directions. The local examiners in any place where more than one is required shall not all be adherents of one political party when other persons are available and competent to serve.

5. Examinations of a general character shall be held at least once a year in each of the places for which provision is made by law, and may be held more often in such places, or at other places for specific purposes in the discretion of the commission; and under its direction the chief examiner shall advertise such examinations in such manner as their nature may require. Previous notice of examinations shall be mailed to all persons who have made application in due form, with copies of such general or special regulations as the commission shall prescribe.

6. Whenever physical qualifications are of prime importance in the proper discharge of duties in any position, applicants must pass a physical examination and be certified as qualified in such respect, either before admission to examination, or before record in the proper eligible list, or before certification for appointment, as the commission may determine.

7. Whenever, in its opinion, any position to be filled in the competitive class has a fiduciary or executive character, the commission may require, as a part of the examination, such special certificates by reputable and responsible citizens as to the character, trustworthiness and business experience of an applicant or eligible as it may deem proper and expedient. All such special certificates shall be properly filed and retained as public records in the office of the commission.

8. When the position to be filled involves fiduciary responsibility, the appointing officer, where otherwise permitted by law, may require the appointee to furnish a bond or other security and shall notify the commission of the amount and necessary details thereof.

9. No person who has entered any non-competitive examination for a position in the classified service shall be admitted within nine months from the date thereof to a new examination for the same position.

10. Examination papers shall be rated on a scale of 100, and the subjects therein shall be given such relative weights as the commission may prescribe. After a competitor's papers have been rated he shall be duly notified of the results thereof.

Rule XI. Eligible Lists

1. Every competitor who attains an average percentage of 75 or over on all the obligatory subjects in any examination, and whose standing on every such obligatory subject is 60 or over, shall be eligible for appointment to the position for which he was examined; and the names of eligibles shall be entered in the order of their average percentages, on the proper register of eligibles; provided that the names of competitors who have passed as above and whose

claims for preference under section 9 of article V of the constitution have been allowed by the commission, shall be placed in the order of their respective average percentages at the head of the proper register of eligibles.

2. When two or more eligibles on a register have the same average percentage, preference in certification shall be determined by the order in which their applications were filed, but neither priority in the date of application nor of examination will give any other advantage in position on the registers of eligibles.

3. Appointment shall be made from the eligible list most nearly appropriate for the group in which the position to be filled is classified, and a new list shall be created for a stated position or group of positions only when there is no appropriate list existing or when the existing list from which certification is to be made is likely to be exhausted.

4. The commission shall prescribe the character of the distinct eligible lists, designating the positions that may be filled by certification from each of such lists.

5. The term of eligibility shall be fixed by the regulations of the commission at not less than one nor more than four years, with reference mainly to the probable number and frequency of certifications to be made from such lists respectively.

Rule XII. Term of Probation

1. Except in the case of veterans of the civil war, honorably discharged from the military or naval service of the United States, every original appointment to or employment in any position in the competitive class shall be for a probationary term of three months, and an appointing or nominating officer in notifying a person certified to him for appointment or employment shall specify the same as for a probationary term only; and if the conduct, capacity and fitness of the probationer are satisfactory to the appointing officer, his retention in the service after the end of such term shall be equivalent to his permanent appointment, but if his conduct, capacity or fitness be not satisfactory he may be discharged at the end of such term.

Whenever two or more persons appointed from the same eligible list are serving as probationers in the same department, and there is necessity for a reduction of the force of such department affecting such persons, they shall be preferred for retention in the order of their original standing upon such list.

2. Every officer under whom any probationer shall serve during any part of his probation shall carefully observe the quality and value of the services rendered by such probationer, and his conduct, and if so required shall report in writing to the proper appointing officer the facts observed by him, showing the character and qualifications of such probationer, and of the service rendered by him, and such reports shall be preserved on file.

Rule XIII. Season Positions and Emergency Appointments

1. All positions in the competitive class, where the nature of service is such that it is not continuous through the year, but recurs in each successive calendar year, shall be designated as season positions and shall be subject to the provisions of these rules applicable generally to positions in such class, except as herein otherwise provided.

2. Any person originally appointed to or employed in a season position, under the provisions of these rules, and who has been temporarily separated from the service by the expiration thereof in any year, shall be entitled to reappointment to or re-employment in the same position in the next ensuing year, upon filing in the office of the commission, in such form as it may prescribe, a request for such reappointment or re-employment within six weeks previous to and at least thirty days before the date of resumption of such short term service. The commission shall certify to the proper appointing or employing officer the names and postoffice addresses of the persons who have made such formal requests, and they shall be reinstated in the positions vacated by them in the previous year in the order of the date of their original appointment or latest promotion in the several grades, provided that in the meantime they are not disqualified from any of the causes recited in the fourth section of rule IX.

3. When an emergency requires that a position subject to non-competitive examination shall be filled immediately, the appointing officer may select any person available to fill the vacancy and if he forthwith notifies the commission of such action and within five days nominates a person for non-competitive examination for the vacancy, the account for salary will be certified up to the date when such examination has been held and the appointing officer is advised of the result.

4. When an emergency requires that a position in the competitive class be filled before an appointment can be made from the eligible list the appointing officer shall first request a certification, after which he may fill the vacancy without examination, reporting the name of the appointee forthwith to the commission, and the salary account will be certified until such time as an appointment is made from the eligible list, such temporary appointment not to continue longer than ten days without prior approval by the commission in writing.

Rule XIV. Promotions

1. All positions vacant in the competitive class above the lowest grade in any office, department or institution shall be filled, so far as practicable, by promotion; and original appointment to such position shall be allowed only when the commission shall find it impracticable to fill the same by promotion under this rule.

2. In order to be eligible to enter an examination for promotion, or to receive promotion, a person must have been continuously employed in a position, the duties of which are such as would naturally and properly fit him to perform the duties of the position to which he seeks promotion. No person shall be eligible to examination or promotion who lacks any of the preliminary requirements prescribed by statute, rule or regulation for original entrance to position to be filled. Promotion shall be limited to employees of a department or to those serving in any duly established bureau or branch office of a department, but when deemed practicable, the commission may admit to an examination for promotion to any position persons holding similar positions in other departments.

3. For the purpose of promotion positions in the competitive class are divided into the graded and the ungraded service. The graded service includes clerks, bookkeepers, stenographers, copyists, messengers, pages, and

other employees whose duties are of a clerical character, in all departments, bureaus, divisions, and offices, and such other positions as may be graded by statute or by regulation of any department made pursuant to law. The ungraded service comprises all positions not included in the graded service. Promotions in the graded service shall be made, so far as practicable, by successive grades as established by rule VII, and no person shall be promoted who has not served at least six months in the next lower grade.

4. Whenever there are more than three persons eligible to any promotion a competitive examination shall be announced, and notices of the same shall be posted conspicuously in the office or institution wherein the promotion is to be made, and mailed to those eligible to compete. If not more than three eligibles file applications, or if there are not more than three persons eligible, no examination shall be required when the person to be promoted has qualified in an examination of an equivalent character, or when the promotion is a mere increase in salary without any change in duties. In all other cases of promotion the commission shall decide when examinations shall be held and shall determine the character and scope of the same.

5. Examinations for promotion shall consist of ratings for efficiency and seniority, and wherever practicable and useful written or oral exercises and ratings for experience. In every office there shall be kept in a form which may be prescribed by the commission continuous and comparative records of the work and conduct of all persons employed therein. Such records shall at all times be open to inspection by the commission and if the same have been regularly and properly kept they shall constitute one of the elements in such promotion examination, with such relative weights as shall be assigned to them by the commission. If such records have not been regularly and properly kept the commission may prescribe such tests as to it may seem best calculated to determine the relative efficiency of persons eligible for promotion.

6. The conduct of examinations and the preparation of eligible lists shall be subject to the general provisions of rules X and XI. The commission shall certify from eligible lists for promotion in the same manner provided in section 2 of rule VIII for certification for original appointment.

Rule XV. Transfers

Transfers from one department, office or institution to another may be made with the approval of the commission and upon mutual consent of the appointing officers of the departments, offices or institutions affected, as follows:

1. A person originally appointed from an eligible list, who has served for three months in any grade, may be transferred to a similar position in the same group and grade; or in the discretion of the commission may be transferred without change of grade to a similar position in another group, or to a position in the same or a lower grade involving essential tests or qualifications lower than those required for original entrance to the position held by such person.

2. A person holding a position in the competitive class who did not enter the service by qualifying in an open competitive examination may be transferred in accordance with section 1 of this rule, provided he has served con-

tinuously for at least three years in a position in the same group and three months in the same grade as that from which transfer is proposed.

3. Transfer from an exempt or non-competitive position to a competitive position, or from a position in the competitive class to a position in a different group of such class, shall be allowed only when the person transferred has qualified in an open competitive examination and is eligible for certification and appointment from the appropriate eligible list for the position to which transfer is proposed and is so certified and appointed. Such certification and appointment shall remove the name of the person transferred from the eligible list. No such transfer shall be allowed when there is an appropriate list of persons eligible for promotion to the position proposed to be filled by transfer.

4. The foregoing sections of this rule shall apply to transfers between the state service and the service of the counties and villages to which the state civil service rules have been extended, provided that in transfers from state to county or village service only legal residents of the county or village affected may be transferred, and provided that no person may be transferred from county or village to state service under the provisions of sections 1 and 2 of this rule unless such person was, at the time of original appointment in the county or village service or at the time of the request for transfer, eligible for certification and appointment to the position to which transfer is sought in the state service; and further provided that in transfers from county to village service only legal residents of the village affected may be transferred, and provided that no person may be transferred from village to county service under the provisions of sections 1 and 2 of this rule unless such person was, at the time of original appointment in the village service or at the time of the request for transfer, eligible for certification and appointment to the position to which transfer is sought in the county service. No transfer shall be allowed from the service of one county or village to that of another county or village.

5. A person holding a position in the non-competitive class may be transferred to a similar position in the same class.

Rule XVI. Reinstatement in Service

1. Any person who has held a position by appointment under the civil service rules, as the result of examination, and who has been separated from the service through no delinquency or misconduct on his part, may be reinstated without re-examination in a vacant position in the same office, department or institution, and in the same group, subdivision and grade, within one year from the date of such separation; or may be appointed within one year from the date of separation from the service, to a position to which he was eligible for transfer; provided that for original entrance to the position proposed to be filled by reinstatement, or appointment, there is not required by these rules, in the opinion of the commission, an examination involving essential tests or qualifications different from or higher than those involved in the examination for original entrance to the position formerly held by the person proposed to be reinstated or appointed.

2. Whenever in any department, office or institution a position is abolished, or whenever the number of positions of a certain character is reduced, or whenever by reason of lack of appropriation or lack of work it becomes

necessary to discharge or suspend one or more of several persons holding the same position, veterans of the civil war shall be entitled to preference in retention in such positions over other persons. Persons legally holding such positions as the result of examination, at the time of such reduction, suspension or discharge shall be entitled to reappointment or reinstatement in the same position or positions if they are thereafter within one year re-established under the same or any other designation. The names of such persons shall be entered upon lists of suspended employees and shall remain thereon for a period of one year. Upon notice of a vacancy in the same or a similar position, names from such lists of suspended employees shall be certified to the appointing officer in preference to names from the eligible lists. Certification from such lists of suspended employees shall be made as follows: First, veterans of the civil war in the order of their original appointment to the position from which separated; second, other persons in similar order. Persons specified in the first class above mentioned shall be entitled to certification for positions to which they are eligible in any department, office or institution, but persons specified in the second class shall be entitled to certification only to the department, office or institution from which they were separated.

3. A person who has served continuously as the result of examination for at least one year in the competitive class in any department, office or institution and who has been separated from his position in that class by appointment to a position in the exempt class in the same or another department, office or institution, or in the unclassified service, and who has served continuously therein from the date of such separation, may be restored to a position in the competitive class in the same group and grade in the same department, office or institution, as the competitive position he formerly held, or may be appointed to a position in the same group and grade in another department, office or institution to which he was eligible for transfer.

Rule XVII. Certificates for Promotion, Transfer and Reinstatement

1. Upon the written request of an appointing officer, stating the essential facts in regard to any proposed promotion, transfer or reinstatement, the commission will, if such promotion, transfer or reinstatement be in accordance with law and the provisions of these rules, issue its certificate of that fact to such officer.

2. All promotions, transfers and reinstatements herein authorized shall be made only after the issuance of such certificate, except those which may be specifically exempted from such condition by regulation of the commission.

Rule XVIII. Definition of the Non-competitive Class

The non-competitive class shall include such positions as are not in the exempt class and which it is impracticable to include in the competitive class.

It shall comprise the following positions and such positions as may hereafter be added; provided, that from time to time, the commission shall transfer positions from this class to the competitive class whenever it may be found practicable to hold competitive examinations to fill them:

POSITIONS IN THE NON-COMPETITIVE CLASS

In the Agricultural Experiment Station at Geneva:

Agriculturist; agronomist; assistant in animal husbandry; botanist; assistant botanist; chemist; associate chemist; assistant chemist; bacteriologist; assistant bacteriologist; expert in dairy husbandry; editor and librarian; entomologist; assistant entomologist; horticulturist; assistant horticulturist; associate bacteriologist; associate botanist; associate entomologist; associate horticulturist; associate agronomist; assistant agronomist; general mechanic.

In the Department of Agriculture:

One chauffeur.

In the New York State School of Agriculture at Morrisville:

One farm superintendent; one assistant in farm mechanics.

In the Schoharie State School of Agriculture, Cobleskill:

One caretaker acting as assistant to director.

In the Banking Department:

Two confidential examiners.

In the Bronx Parkway Commission:

One foreman tree trimmer; one repair man; one park keeper; two foremen of laborers.

In the office of the State Civil Service Commission:

Local examiner.

In the office of the Comptroller:

One chauffeur.

In the office of the State Engineer and Surveyor:

Six chauffeurs.

In the Department of Excise:

One clerk and two typewriter copyists in the detective bureau; one chauffeur.

In the State Fair Commission:

Gardener.

In the office of the Health Officer, Port of New York:

Trained nurse; carpenter; plumber; painter; one messenger at salary not to exceed \$360 per annum; one chauffeur; boarding officer and inspector, City Island, compensation not to exceed \$75 per month.

In the Department of Health:

Three technical assistants.

In the Department of Highways:

Twenty chauffeurs.

Under the Board of Trustees of the Schuyler Mansion, Albany, N. Y.:

Keeper.

In the office of the State Hospital Commission:

One interpreter and transportation attendant, office State Board of Alienists.

In the office of the Industrial Commission:

Two chauffeurs.

In the Department of Public Buildings:

Upholsterer; tin and coppersmith; gardener; chief carpenter; carpenter; painter; plumber and gasfitter; plumber's helper; machinist; assistant machinist; steamfitter; locksmith; steamfitter's helper; boiler-scaler; stonecutter and tilesetter.

In the Department of the Trustees of Public Buildings:

One watchman, provided however, that employment shall continue only until reconstruction of the Capitol is completed.

In the office of the Public Service Commission for the First District:

Eight chauffeurs; seven expert lumber inspectors to be employed in the States of Florida, Louisiana, Mississippi and Texas.

In the office of the Public Service Commission, Second District:

Attendant in charge of office, nights, Sundays and holidays, compensation not to exceed \$50 per month.

In the Department of Public Works:

The harbor masters; two engineers of tugboat; photographer; four chauffeurs.

In the State Reservation Commission, Saratoga Spring:

One chauffeur.

In the office of the Secretary of State:

One chauffeur.

In the State Institute for the Study of Malignant Disease at Buffalo:

Skilled helper; ward helper; seamstress; cook; launderer; laundress; farmer; gardener; medical interne, compensation not to exceed \$50 per month and maintenance; mechanic; nurse.

In the University of the State of New York:

Picture-framer; carpenter; one attendant and shipper; one general mechanical assistant at compensation of \$60 per month.

CHARITABLE, PENAL AND REFORMATORY INSTITUTIONS

In the State Charitable and Reformatory Institutions:

Assistant matron.

In the State Hospitals:

Watchman; policeman; barber; supervisor; nurse; attendant; ward-helper; housekeeper; head cook; baker; butcher; launderer; head laundress; lineman; plumber; steamfitter; carpenter; painter; blacksmith; foreman; tailor; dressmaker; shoemaker; printer; bookbinder; head farmer; dairyman; gardener; florist; page; fireman; pilot; mason; tinsmith; coffee roaster; medical interne; laboratory helper in the Pathological Institute; ruler in printing office; buttermaker; one fireman, fire departments, Central Islip and Kings Park state hospitals; dockmaster, Manhattan state hospital; manager of the dairy herd; press feeder; harness maker; roofer and slater; plasterer; meat cutter and inspector; one special attendant—night male telephone operator, Kings Park state hospital; pupil dietitian and teacher of household economics, compensation not to exceed \$35 per month and maintenance.

In the State Prisons:

The assistant matrons; one dog trainer.

In the Prison for Women at Auburn:

The attendants.

In Clinton Prison:

Head farmer; firemen.

In Great Meadow Prison:

Housekeeper, warden's house.

In Sing Sing Prison:

The head farmer.

In the House of Refuge for Women at Albion:

Carpenter; fireman; gardener; farmer.

In the State School for the Blind at Batavia:

Baker; carpenter; farmer; fireman; florist; housekeeper; head laundress; usher-teacher.

In the Soldiers and Sailors' Home at Bath:

Baker; blacksmith; carpenter; farmer; fireman; gardener; head cook; head launderer; lineman; musician; steamfitter; engine oiler and tender; hospital attendant; special attendant; meat cutter.

In the Reformatory for Women at Bedford:

Carpenter; fireman; plumber.

In the New York State Training School for Girls at Hudson:

Carpenter; fireman; one mason and general helper; painter; garden matron.

In the State Agricultural and Industrial School at Industry:

Carpenter; farmer; fireman; head cook; head laundress; matron of farm cottage (wife of supervisor); one telephone operator at \$15 per month and maintenance.

In the Thomas Indian School at Iroquois:

Attendant; farmer; fireman; head laundress; housekeeper; mason and general repairer; watchman, gardener and poultryman.

In the Custodial Asylum at Newark:

Attendant; baker; carpenter; fireman; foreman; head laundress; one supervising matron; garden matron.

In the Women's Relief Corps Home at Oxford:

Farmer; hospital attendant; fireman; head laundress; repairer.

In the New York State Hospital for Incipient Tuberculosis at Ray Brook:

Fireman; baker; medical interne; carpenter; steamfitter; nurse; painter.

In the New York State Reformatory and the Eastern New York Reformatory:

Carpenter; farmer; fireman; head cook; housekeeper; chauffeur; coffee roaster.

In the Custodial Asylum at Rome:

Attendant; baker; blacksmith; carpenter; farmer; fireman; gardener; head cook; head launderer; painter; shoemaker; supervisor; assistant supervisor; assistant matron; watchman; butcher and meat cutter; dairyman; plumber and steamfitter; clinical assistant, who may be an

undergraduate in medicine, compensation not to exceed \$50 per month and maintenance; tinsmith; mason.

In the Craig Colony at Sonyea:

Attendant; baker; assistant baker; blacksmith; brickmaker; butcher; carpenter; dairyman; farmer; fireman; gardener and florist; head cook; mattress-maker; medical interne; medical record clerk; mason and bricklayer; painter; plumber; shoemaker; supervisor; tailor; tinsmith; night telephone operator; usher; usher and telephone operator; watchman; nurse; special attendant — laboratory — medical, salary not to exceed \$40 per month with maintenance; one printer at compensation not to exceed \$50 per month, with maintenance; steamfitter.

In the Institution for Feeble-Minded Children at Syracuse:

Attendant; baker; carpenter; farmer; fireman; gardener; housekeeper; head cook; head laundress; shoemaker; supervisor; tailoress; usher; watchman; painter; head attendant; steamfitter and plumber; meat cutter.

In the Letchworth Village at Thiells:

Carpenter; fireman; attendant; farmer; painter; head laundress; dairyman; chauffeur; mason; supervisor; matron; blacksmith; poultryman.

In the State Farm for Women, Valatie:

The attendants.

In the New York State Hospital for the Care of Crippled and Deformed Children at West Haverstraw:

Nurse (non-graduate); head laundress; gardener; fireman; nurses at compensation not to exceed \$40 per month and maintenance.

In the New York State Training School for Boys at Yorktown Heights:

Head cook; carpenter.

COUNTIES

In all county tuberculosis hospitals:

Head nurse; nurse.

In the Albany County Almshouse:

Carpenter; baker; one resident physician; one chauffeur.

At the Mountain Sanatorium, Broome County:

Cook; laundress.

In the office of the Superintendent of the Poor, Chautauqua County:

Assistant matron; farm foreman; hospital attendant; engineer (\$400 per annum and maintenance); head laundress; assistant hospital attendant; attendant.

In the Department of the Commissioner of Charities and Correction, Erie County:

Pupil nurse; assistant matron, compensation not to exceed \$350 per annum and maintenance at the county home and hospital; housekeeper; interne; two chauffeurs; cook at the county farm.

In the Summit View Tuberculosis Hospital, Fulton County:

Cook; laundress; caretaker.

In the office of the Superintendent of the Poor, Monroe County:

Three internes; baker; nurse; watchman; one assistant to matron, compensation not to exceed \$30 per month and maintenance; one superintendent of nurses; one assistant superintendent of nurses.

In the Iola Sanatorium, Monroe County:

Interne, with salary of \$25 per month and maintenance; attendant; cook; carpenter, salary not to exceed \$45 per month; watchman, salary not to exceed \$40 per month; orderly, salary not to exceed \$45 per month; laundryman; laundress; one community welfare agent; assistant resident physician, compensation not to exceed \$75 per month with maintenance.

In the Monroe County Penitentiary:

Baker.

In the Montgomery County Hospital for Tuberculosis:

Janitor; cook; laundress; orderly.

In the Oneida County Hospital:

Attendant; orderly; chief cook; assistant cook; carpenter and plumber; laundress.

In the Department of Highways, Oneida County:

One chauffeur.

In the office of the Superintendent of the Poor, Oneida County:

Attendant receiving \$30 or more per month with maintenance; baker.

In the office of the Superintendent of the Poor, Onondaga County:

Baker; nurse; fireman; attendant; carpenter.

In the office of the Board of Supervisors, Onondaga County:

The physician to Onondaga County Indians.

In the Onondaga County Tuberculosis Sanatorium:

Nurse; chauffeur; orderly; baker; watchman; carpenter; cook; attendant.

In the Department of Highways, Onondaga County:

One general machinist.

In the Oak Mount Sanatorium, Ontario County:

Assistant nurse; cook; janitor.

In the office of the Superintendent of the Poor, Orange County:

Nurse.

In the Odell Tuberculosis Sanatorium, Orange County:

Day nurse; orderly.

In the office of the Commissioners of the Home of the City and Town of Newburgh:

Assistant matron; farmer; cook; seamstress; laundress.

In the Oswego County Tuberculosis Hospital:

Night janitor and engineman; day janitor; laundress; cook.

In the office of the Superintendent of the Poor, Rensselaer County:

Assistant matron; assistant nurse; baker; cook; laundryman; interne; orderly.

In the Lakeview Sanitarium, Rensselaer County:

Cook; orderly; clinical assistant.

In the Tuberculosis Hospital, Saratoga County:

Cook; laundress; janitor.

In the Glen Ridge Sanatorium, Schenectady County:

Cook; farmer; fireman and night watchman; orderly.

In the office of the Superintendent of the Poor, Suffolk County:

Nurse.

In the Edward Meany Sanatorium, Tompkins County:

Cook; practical nurse, salary \$35 per month.

In the office of the Superintendent of the Poor, Ulster County:

Bookkeeper, compensation not to exceed \$100 per annum.

In the office of the Superintendent of the Poor, Westchester County:

One assistant matron; one woman attendant; one senior interne; one junior interne; nurse (except head nurse); hospital attendant.

VILLAGES

In the Village of Ossining:

Chief of police; provided, however, that no person shall be named for non-competitive examination who is not a member of the police force.

In the Village of Peekskill:

Chief of police; provided, however, that no person shall be named for non-competitive examination who is not a member of the police force; chief engineer, fire department; provided, however, that no person shall be named for non-competitive examination who is not a member of the department.

In the Village of Port Chester:

Chief of police; provided, however, that no person shall be named for non-competitive examination who is not a member of the police force; one chauffeur, fire department.

In the Village of White Plains:

Chief or captain of police; provided, however, that no person shall be named for non-competitive examination who is not a member of the police force.

Rule XIX. Employment in the Non-competitive Class

1. The positions in the non-competitive class must be filled by such persons as upon proper non-competitive examinations shall be certified as qualified to discharge the duties of such positions by an examiner or examiners selected or appointed for that purpose by the commission. The head of any office, department or institution in which there may be a vacancy or vacancies in any position or positions in this class, may name for examination a person for each vacancy. The commission may provide by special regulation that in any institution where a number of persons are employed in the same grade, the employing officer may name for examination more than one person, in order that there may be a list of qualified persons from which to make an immediate selection in case of vacancy. Such nomination may be made to the commis-

sion, or to an examiner or board of examiners, as the commission may prescribe by regulations.

2. The commission shall select, appoint and commission examiners or boards of examiners to test the qualifications of persons named for employment in positions in the non-competitive class, and they shall be subject to the provisions of the fourth section of rule X.

3. Examinations for positions in the non-competitive class shall be such as shall determine the following qualifications:

First. That the person examined is within the limits of age prescribed for the position or employment to which he has been named;

Second. That he is properly certified as free from any physical defect or disease which would be likely to interfere with the proper discharge of his duties;

Third. That his character is such as to qualify him for such position or employment; and

Fourth. That he possesses the requisite knowledge and ability to enter on the discharge of his duties in the service.

To preserve a uniform standard in such qualifications for like positions and employments in the several institutions and offices of the state service, the commission, after consultation with the principal officers concerned, may by regulations, prescribe uniform limitations and tests for the government of the examiners.

Rule XX. Reports of Appointing Officers

For the purpose of certification to the comptroller, or other fiscal officer, for the payment of salaries and to enable the commission to keep an official roster of the classified service as required by law, each appointing and employing officer, from time to time after the date of the promulgation of these rules and *upon the date of the official action in or knowledge of each case*, shall report to the commission as follows:

(a) Every appointment or employment whether probationary, temporary or otherwise, in the classified service, with the date of commencement of service and the title and compensation of the position.

This includes every employment or designation of any person to render any service, whether permanent, temporary or special, to the state of New York or any of its civil divisions to which these rules shall be extended, in any capacity whatever, compensation for which is to be made to the person employed or designated, except in the military service and the unclassified service as defined by law and by section 2 of rule III.

(b) Every failure to accept an appointment under him by a person entitled thereto, with copies of the offer or notice of appointment and the reply thereto, if any.

(c) Every discharge during or at the end of a probationary term, with the date thereof.

(d) Every vacancy in a position, whether caused by dismissal, resignation or death, with the date thereof.

(e) Every position abolished, with the date of such abolition.

(f) Every change of compensation in a position, with the date thereof.

(g) Every promotion, giving positions from which and to which made, with the salaries and date thereof.

(h) Every transfer, giving the positions from which and to which made, with the date and salaries thereof.

(i) Every reinstatement in a position, with the date and salary thereof.

Rule XXI. The Official Roster

The commission shall keep in its office an official roster of the classified state service, and shall enter thereon the name of each and every person who has been appointed to, employed, promoted or reinstated in any position in such service upon such evidence as it may require or deem satisfactory that such person was appointed to, or employed, promoted or reinstated in the service in conformity with the provisions of law and of these rules. The official roster shall show opposite, or in connection with each name, the date of appointment, employment, promotion or reinstatement, and the office in which and the compensation of the position, date of commencement of service, and the date of transfer in or separation from the service by dismissal, resignation, cancellation of appointment, or death.

Rule XXII. Certification for Payment for Services

For the purposes of certification of payrolls, estimates and accounts as required by section nineteen of the civil service law, appointing officers and heads of departments shall furnish the commission with payrolls, estimates, accounts and certificates in form and manner as follows:

1. Heads of departments, offices and institutions in the state service, whose employees are paid individually direct from the treasury of the state or any civil division thereof, shall furnish the commission, at least five days before payment is to be made, payrolls in duplicate, showing the names of the persons to be paid, the title of the position held or kind of service performed by each person, the rate and amount of compensation to which he is entitled, and the period for which he is to be paid, and shall certify that the persons named therein are employed solely in the proper duties of the positions and employments indicated, and that persons described as or proposed to be paid as "laborers" are employed at ordinary unskilled labor only, and that each person employed under rule VIII, subdivision 9, is actually engaged in private business and that the services rendered by him are expert services of an occasional and exceptional character. After examination and certification by the commission as hereinafter prescribed, such payrolls shall be transmitted by it to the comptroller or fiscal officer of such civil division for further examination and payment as required by law, and one of said duplicates shall accompany the warrant on the treasurer or other disbursing officer.

2. For payments for irregular or occasional services, and for advances of salary to regular employees, the head of such a department, office or institution shall transmit to the commission the original account or a special payroll or a request for advance payment, bearing his written approval, which approval shall be deemed to be a certificate of the facts required by the preceding section to be certified on the regular payrolls. Upon examination and certification by the commission such account, payroll or request shall be forwarded to the comptroller or other fiscal officer.

3. Heads of departments, offices or institutions whose employees are paid directly by the department without previous detailed estimate to the comp-

troller, shall furnish the commission, before payment is made, or in case of employees of the department of public works and of the state engineer and surveyor on the canals, outside of Albany, before credit is claimed from the comptroller on such payrolls, the payrolls and certificates as required in section one hereof, and except in the case noted, disbursing officers of such departments, offices and institutions shall not pay such persons until the commission shall certify as hereinafter prescribed. Heads and disbursing officers of such departments, offices and institutions shall file the payrolls certified by the commission as vouchers in claiming credit from the comptroller or other fiscal officer for such payments.

4. The estimates for payment of officers and employees, and for services of state hospitals and charitable institutions required by law to render detailed estimates in advance, under what is known as the "estimate system," containing the names, titles of positions held or kind of service performed and rate of compensation of all officers and employees in the classified service with the certificate specified in section one hereof, shall be submitted to the commission for certification before approval by the comptroller or other department having power of revision of such estimates, and no vouchers for payments for services shall be received unless in accord with such estimates, and the certificate of the commission.

5. The secretary or assistant secretary of the commission shall compare such payroll, estimate or account for services with the official roster and shall attach thereto or place thereon a certificate in form substantially as follows:

I hereby certify that the person (or persons) named in this (or the attached) payroll (or estimate or account) for services rendered to the state of New York in the containing names, have been appointed or promoted to or employed in the positions or places and at the rates of compensation indicated in pursuance of the civil service law, and the rules made in pursuance thereof as shown by the official roster of the state service except

(Here insert names in regard to which the payroll, estimate or account disagrees with the official roster).

Secretary of the State Civil Service Commission.

To provide for the making of such certifications the commission may designate an employee in its office to act as chief clerk, and may designate an employee in its office to act as assistant secretary, under and by direction of the secretary when that officer is on duty and for him and in his stead in his absence.

6. Upon satisfactory evidence, that with intent to evade the provisions of law and of these rules, any person appointed to or employed in any position in the classified service has been assigned to perform duties other than those for which he was examined and certified, or under any title not appropriate to the duties to be performed, the commission will refuse certification and remove his name from the official roster.

7. When legal proceedings have been instituted against the state commission, attacking the classification of any position in the competitive class, and after a decision has been rendered in the lower courts adverse to the state commission on the merits, and when the commission has determined by

unanimous vote that a reasonable doubt exists as to the correctness of its classification of such position, it may, in its discretion, pending the settlement or final determination of such legal proceedings, direct the certification of the payrolls of any person who has been appointed to such position, without regard to the existing classification, but such certification shall be without prejudice to the existing classification and temporary only. In all such cases the secretary shall attach to such payrolls, in addition to the usual certificate, the following:

"This certificate is attached by special direction of the commission, pursuant to the provisions of Rule XXII, subdivision 7, and without prejudice to the right of the commission to withhold same in the event of the favorable settlement or final determination of litigation now pending, involving the correctness of its classification."

Rule XXIII. Administrative Regulations

The commission shall prescribe and enforce suitable regulations for carrying into effect the provisions of these rules and those of the civil service law and of section 9 of article V of the constitution, not inconsistent therewith; and shall prescribe blank forms for all applications, certificates, reports, records and returns required under these rules and the regulations made in pursuance thereof.

Rule XXIV. Extension of Rules

These rules shall not be deemed to extend to the offices, places and employments in the civil divisions of the state, until after due inquiry by the commission it shall be found practicable, of which finding proper and timely notice shall be given.

In pursuance of the foregoing provision these rules have been extended to the offices, places and employments in the civil service of the counties of Erie, Kings, New York, Queens and Richmond, to take effect from and after June 16, 1900; to the offices, places and employments in the civil service of the counties of Albany, Monroe, Onondaga and Westchester, to take effect from and after November 1, 1905; to the offices, places and employments in the civil service of the counties of Chautauqua, Nassau, Niagara, Oneida, Orange, Rensselaer, Suffolk and Ulster, to take effect August 1, 1909; to the offices, places and employments in the civil service of Bronx county, to take effect January 1, 1914.

In pursuance of the foregoing provision these rules have been further extended to the following offices in all counties, to take effect on January 1, 1909: County superintendent, as established by the highway law, chapter 330, Laws of 1908; county engineer; county superintendent of highways.

In pursuance of the foregoing provision these rules have been further extended to the offices, places and employments, in the civil service of the villages of Ossining, Peekskill, and Port Chester, to take effect from and after March 31, 1910.

In pursuance of the foregoing provision these rules have been further extended to the office of county sealer in all counties, as established by chapter 187 of the Laws of 1910, to take effect May 6, 1910.

In pursuance of the foregoing provision these rules have been extended to the offices, places and employments under the commissioners of the home of the city and town of Newburgh, to take effect from and after April 1, 1913.

In pursuance of the foregoing provision these rules have been further extended to the office of probation officer in all counties, to take effect from and after May 1, 1913.

In pursuance of the foregoing provision these rules have been further extended to the offices, places and employments in all county tuberculosis hospitals established pursuant to chapter 11 of the consolidated laws, to take effect from and after May 1, 1913.

In pursuance of the foregoing provision these rules have been further extended to the offices, places and employments in the office of the commissioner of jurors of the county of the Bronx, as established by chapter 548, Laws of 1912, as amended by chapter 266, Laws of 1913. (Approved July 24, 1913.)

In pursuance of the foregoing provision these rules have been extended to the offices, places and employments in the police departments of the villages and towns of Westchester county. (Approved June 10, 1913.)

GENERAL REGULATIONS

Adopting Order

The State Civil Service Commission, under the authority conferred by section 10 of the civil service law and rule XXIII of the rules prescribed pursuant thereto, hereby makes the following regulations, reserving the right to modify the same from time to time, and to prescribe such special regulations as may be expedient for the proper enforcement of the rules aforesaid.

Regulation A. The President.

The president, subject to the direction of the commission, shall have such general authority and responsibility in the administration of the law, rules and regulations as shall not be inconsistent with the powers reserved to the commission or vested in some other officer.

Regulation I. Secretary

The secretary shall, subject to the direction of the commission:

1. Keep the minutes of the proceedings of the commission and have charge of the books, records, papers, official seal and other property in its office.

2. Advertise and issue authority to hold all examinations and grant authority to candidates to enter examinations. Notify candidates of the results of their examinations and enter the names of successful competitors upon the proper register of eligibles.

3. Make certification to appointing officers, upon their requisition, of those eligible to appointment or employment.

4. Keep the official roster and have charge of the certification of payrolls and estimates.

5. Observe that the rules and regulations are complied with, and bring any case of their infraction to the attention of the commission.

6. Receive all communications, conduct the correspondence of the commission, and perform such other appropriate duties as it may assign him.

Regulation II. Chief Examiner

The chief examiner, subject to the direction of the commission, shall have charge of all matters pertaining to examinations, and in connection therewith he shall:

1. Prepare blank forms for application for examination.
2. Prepare, after consultation with the appointing officers concerned, schemes of examinations, including age limits and other preliminary requirements for candidates.
3. Receive applications for examination and determine all questions relating to eligibility of candidates.
4. Supervise the preparation of questions and other preliminary arrangements for examinations and, so far as practicable, attend them.
5. Direct the work of examiners and take care to secure accuracy, uniformity and justice in their proceedings. Whenever the qualifications for a position are of professional, scientific, technical or expert character, the chief examiner may obtain such advice and assistance from competent sources as may be expedient. In case a vacancy occurs in any position of examiner during a recess of the commission, the chief examiner may, when necessary, select a person to fill such vacancy temporarily, pending a permanent selection by the commission.
6. Approve all bills for traveling expenses incurred by employees of the examinations division, and approve all bills for supplies or other expenses charged against the appropriations for the examinations division.

Regulation III. Examiners

1. The examiners of the commission are classified as salaried examiners, special and expert examiners, local examiners, institution boards of examiners.
2. The salaried examiners shall devote their whole time to the work of the commission under the direction of the chief examiner.
3. Special and expert examiners shall be designated and employed by the commission from time to time as the work is required to prepare questions and rate candidates in competitive examinations. Such examiners shall be paid such compensation as shall be agreed upon and shall be subject to the general direction of the chief examiner.
4. Local examiners shall, so far as practicable, be men, and shall be appointed in the various cities in which competitive examinations are required to be held. The chief examiner shall designate the examiner or examiners to hold each examination. The number of local examiners to be employed shall not exceed:
 - For 1 to 10 competitors, one examiner.
 - From 11 to 50 competitors, two examiners.
 - From 51 to 100 competitors, three examiners.
 - For more than 100 competitors, four or more examiners.The compensation of local examiners shall be:
 - In New York city, for examiner in charge, \$7.50 per day; assistants, \$5 per day. In Buffalo and Rochester, for examiner in charge, \$5 per day; assistants, \$3.50 per day.
 - In second class cities, for examiner in charge, \$5 per day; assistants, \$3 per day.

In other places, for examiner in charge, \$5 per day; assistants, \$2.50 per day.

The local examiners in any place where more than one is required shall not all be adherents of one political party when other persons are available and competent to serve.

Local examiners shall not incur expenses in connection with examinations beyond necessary stationery and supplies except at the direction of the commission or the chief examiner.

5. Boards of examiners shall be established in the several state hospitals and institutions to conduct the examination of persons nominated for positions in the non-competitive class by the proper appointing officer. Such boards shall consist of three or more members, one of whom shall act as secretary and two or more of whom may conduct an examination in the absence of the others. The secretary shall keep a record of the proceedings of the board and of the examinations held by it, and shall report to the commission the names of persons examined and the results of their examinations. The application and examination papers of candidates shall be forwarded to the commission with the report.

6. Examiners shall take care to secure uniformity and fairness in the conduct of examinations. They must not disclose the details of answers of candidates. No examiner or other person serving under the commission shall attempt to influence the marking or grading of any candidate, or the selection, nomination, appointment or employment of any person in the civil service.

Regulation IV. Application

1. All applications for admission to examination shall be made upon the blank forms prescribed and furnished by the commission, and no one will be admitted who has not made such application in satisfactory form.

2. In every application for examination for original appointment in the competitive class, the applicant must state on oath and in his own handwriting: (1) the position or kind of examination desired; (2) his full name, residence and postoffice address; (3) his term of residence in this state; (4) his citizenship, and if naturalized, the date and place of his naturalization; (5) the date and place of his birth; (6) his previous employment in the civil service, if any; (7) his business or employment for the last preceding five years; (8) his education; (9) if in the army or navy of the United States in the late civil war and honorably discharged therefrom, the name of organization or vessel to which attached, date of enlistment or commission, position or rank, and date and cause of discharge from the service; (10) such other information as the commission may require touching his eligibility and fitness for the public service.

3. The application must be accompanied (1) by the certificates of not less than three nor more than five reputable citizens that they have been personally acquainted with the applicant for at least one year and believe him to be of good moral character, of temperate and industrious habits and in all respects fit for the service he wishes to enter, and that they are willing that such certificate shall be published for public information, and (2) if the applicant is an honorably discharged soldier or sailor of the late civil war, by the adjutant-general's certificate of his honorable discharge or other satisfactory evidence of the same.

4. In addition to the information above mentioned applicants for positions requiring special qualifications shall furnish the evidences, certificates and licenses required under the provisions of section 5 of rule IX.

No person shall be examined who has any of the following defects: Insanity, tuberculosis, paralysis, epilepsy, blindness, total deafness, loss of speech, loss of both arms or both legs, loss of arm and leg, badly crippled or deformed arms, feet or legs, heart disease, locomotor ataxia, cancer, Bright's disease, syphilis, diabetes.

5. The limits of age at the time of examination for the following named positions are as follows: Stenographer, telegrapher, stenographer and telegrapher, typewriter copyist, messenger, chainman, tracer, library assistant, druggist and assistant clerk at the Monroe county hospital, minimum, eighteen years; page, minimum, fourteen years and maximum, eighteen years; junior clerk, minimum, sixteen years; prison and reformatory guard, minimum, twenty-five years; junior bridge draftsman, rodman, minimum, twenty years. For all other positions the minimum age limit is twenty-one years, with no maximum limit. Candidates for prison or reformatory guard must be at least five feet, nine inches in height.

6. Defective applications will be suspended and applicants notified to amend the same, but no such notice will be given or opportunity granted a second time.

7. Applications shall be filed at least seven days before the date of examination to entitle the applicant to enter the same. The commission or its chief examiner may, however, waive this requirement when practicable.

8. The date of the reception of all applications shall be indorsed thereon, and entered of record by the commission, and if the applicants for any position are in excess of a number that can be examined at a single examination, they will be notified to appear in their order on the respective records, provided that veterans shall have precedence in such notification.

9. Applications and accompanying certificates, not returned for correction, will remain on file in the office of the commission, and under no circumstances will be returned to the applicant.

10. Candidates for examinations for positions in the non-competitive class shall file applications on blank forms prescribed by the commission containing such information as the commission shall deem necessary in regard to their eligibility and fitness for the positions applied for. Such applications may be presented at the time of examination and shall be forwarded to the commission by the examiners together with the examination papers.

11. No letters of recommendation or indorsements, other than those required by the rules and regulations, shall be received and filed by the commission, on behalf of any applicant or eligible, unless called for in announcement of examination.

Regulation V. Examinations.

1. Competitive examinations will be held from time to time for such positions as shall be specially requested by appointing officers and for those for which in the opinion of the commission, the number of applicants or lack of eligibles renders an examination desirable. The preliminary requirements, subjects of examinations and relative weights for positions in the competitive class shall be published from time to time. The place and date of

an examination for any position, when determined, and any other material information in regard thereto, will be posted in the office of the commission in the capitol at Albany at least ten days before the date of such examination.

Announcements of all examinations of a public and general interest shall be published, so far as practicable, in every county of the state at least ten days before the date of the examination in one or more prominent newspapers of the county; examinations of a professional and technical nature shall be announced, so far as practicable, in suitable periodicals published in this state.

2. Notice of competitive examination will be mailed previous to the date thereof to each applicant entitled to enter the same. If an applicant fails to receive due notice of an examination, or gives satisfactory reasons for failure to attend an examination, he shall be notified to attend the next examination for the same subdivision and group, provided such examination occurs within one year from the date of filing the original application.

Notice of the time and place of examination, subjects of examination and relative weights thereof if any assigned, shall be mailed to each person nominated for any position in the non-competitive class, at least one week in advance of the date set for the examination, except for positions in state institutions for which examination is to be conducted by a local board of examiners.

3. Applicants must present themselves promptly at the hour and place specified in their official notification signed by the secretary of the commission, and no one will be admitted to an examination except upon the production of such notification.

4. In order to properly identify competitors, each person presenting himself for examination shall fill out a "Declaration Sheet" on which he shall state the essential facts contained in his application paper. Each declaration sheet shall bear a different number which shall be used to designate the examination papers of the competitor. The name of the competitor shall not appear on his examination papers except on the declaration sheet.

5. For the further identification of appointees and for the prevention of impersonation in examinations, every person appointed after a competitive examination shall be required to fill out an identification sheet to be called "Declaration of Appointee." Said declaration shall require a reiteration of the essential facts of the application and declaration sheet and the statement of such other facts as the chief examiner shall require, and shall be filled out by the appointee in the presence of the appointing officer or his representative who shall attach his certificate of such fact. Such declaration shall be forwarded with the notice of appointment to the state civil service commission and shall be filed with the examination papers of the appointee.

6. The relative weights given to the several subjects or qualifications in an examination shall be fixed before the date thereof by the chief examiner under the direction of the commission.

7. Non-competitive examinations for provisional appointments under the provisions of rule VIII shall be in their scope and character the same as competitive examinations to fill vacancies in the same positions.

8. Whenever an oral examination shall be prescribed as part of any scheme of examinations, a stenographic record of the oral questions and answers shall

be made and the transcript thereof shall be preserved with the examination papers or report.

Regulation VI. Marking and Grading of Examination Papers

1. So soon as practicable after an examination the papers of the competitors shall be marked and the general average of each ascertained. Such marking and ascertainment shall be under the direction of the chief examiner, and, so far as practicable, shall be made at the office of the commission.

2. The marking of each competitor's papers shall be made on the scale of 100, which maximum shall represent the highest attainable accuracy, and 0 shall represent entire ignorance. The average of the marking of the several answers upon any one subject shall be the standing on that subject.

No person shall have his name entered upon an eligible list who fails to attain an average percentage of 75, or over, on all the obligatory subjects in the examination, and a percentage of 60 or over on every such obligatory subject.

3. The absolute or general average standing of each competitor will then be made up in form substantially as follows, in accordance with the respective weights accorded to the subjects:

Examination of			
SUBJECTS	Relative weights	Standing on subjects	Products
1. Writing from dictation.....	3	95	285
2. Copying from manuscript.....	2	78	156
3. Handwriting	4	80	320
4. Spelling	3	98	294
5. Arithmetic	4	62	248
6. Geography and history.....	1	70	70
7. Constitutional questions	1	63	63
8. Making a summary.....	2	75	150
Total weight and product.....	20	1,586
General average standing.....			79.30

It will be observed that the standing on each subject is multiplied by the weight given that subject and the product placed in the third column, and the sum of these products, divided by the sum of the weights, gives the general average standing.

4. As soon as practicable after the filing of the report of a competitive examination, the secretary shall notify each candidate therein of the rating he has received and, if such rating be above the required minimum, of his comparative standing. Any candidate receiving such notice may personally inspect his examination papers in the presence of any representative of the commission.

5. No examination paper or any part thereof and no record of the results of a physical test or any other record or statement rated as part of an examination or in connection therewith shall be subject to review, alteration or rerating after the marks of the examiners have been registered or attested as required hereunder; except that the commission at any time within a year from the date of the report of an examination may correct any manifest error

or mistake of marking or rating appearing in any such paper or record, such correction in any case to be without prejudice to the status of any person previously appointed as a result of such examination.

6. No change in the rating as indicated in paragraph 5 shall be made at the instance of any competitor except upon formal written appeal submitted by the competitor personally whose appeal must be made within thirty days after date of his notice of standing, such appeal to be in writing, specifying particularly the cause of complaint. The commission shall appoint a committee on appeals, consisting of one commissioner to whom all appeals shall be submitted by the chief examiner with his recommendations, and said committee shall report thereon at a subsequent meeting of the commission. Such appeal shall be considered as opening all of the competitor's papers for review, whether resulting in a higher or lower average standing. No change in rating shall be made as the result of an appeal unless it would affect the competitor's relative position on the eligible register.

Regulation VII. Eligible Lists

1. After an examination for positions in any grade or subdivision in the competitive class, the names of such competitors as are eligible under the provisions of rule XI shall be entered upon an eligible list for such position in order as follows:

First, the names of veterans in the order of their rating; and, second, the names of other eligibles in the order of their rating. The accuracy of all such lists shall be checked by two officials in the office of the commission.

2. The eligible list so prepared shall be entered by the secretary in the proper place in the register of eligible lists. Whenever there remain on the register any eligibles for any position at the time when the eligibles ascertained by a new examination are to be entered thereon, the names of all the eligibles shall be subject to the above regulation as to the order in which they shall be entered.

When an open competitive examination produces less than three eligibles, any eligibles remaining on a former list for the same position shall be continued on the new list until its expiration, provided that no individual shall be eligible for more than four years without re-examination.

3. The term of eligibility shall be one year from the date of filing of the report of the examination, or until a new list of eligibles for the same positions shall be filed, if longer than one year, unless otherwise prescribed by the commission. The term of eligibility shall be two years for the following positions: Court stenographer, state hospital matron, assistant civil engineer, woman physician, regents' examiner, court interpreter, engineering draftsman, architectural draftsman, apothecary, examination clerk, technical and trade instructors, chemist, steward, milk expert, butter expert, cheese expert, vinegar expert, chief engineer, inspector of boilers and engines, building inspector, inspector of nurseries, librarian and library assistant; physiological chemist, department of health. Whenever a person whose name is on an eligible list for any position shall enter a new examination for the same position within his term of eligibility, his eligibility on account of the former examination shall cease from the date of filing of the report of the new examination in case he is found qualified, and from such date he shall be credited with the mark and relative position obtained in the new examination.

4. Copies of eligible lists shall not be furnished by the commission except to the appointing officers having the right of selection from such lists. The lists will be open to public inspection.

5. The secretary shall certify eligibles upon the requisition of an appointing officer in accordance with the provisions of section 2 of rule VIII in such form as the commission may prescribe. No appointment shall be made from any certificate of eligibles after the expiration of the eligible list from which such certificate is drawn, nor after receipt by the commission of a report of examination providing new eligibles for such list. If the appointment shall be made of any person other than one of the three standing highest on the eligible list, the appointing officer shall forward to the commission with the notice of appointment copies of all correspondence to and from the persons declining such appointment, in accordance with the provisions of rule XX and section 2 of rule VIII. No declination of an appointment will be accepted unless made in writing and addressed to and filed with the commission. The name of a person declining appointment shall be stricken from the eligible list unless declination is for one or more of the following reasons; a. Insufficiency of compensation offered; b. Location of employment; c. Temporary inability, physical or otherwise, which must be satisfactorily explained by the candidate.

6. Section 14 of the civil service law requiring appointments to positions in the state service, the duties of which are confined to a locality outside of Albany county, to be made, so far as practicable, from residents of the judicial district or districts, including such locality, shall be applied as follows:

Certifications from the eligible lists of clerks, junior clerks, bookkeepers, stenographers, pages, storekeepers, messengers, janitors, chief engineers, assistant steam engineers, assistant electrical engineers, steam firemen, court stenographers, court attendants, court clerks, building inspectors, housekeepers, nurses, watchmen, florists and gardeners, telephone operators, supervising inspectors of nurseries (department of agriculture), foreman of laborers (department of highways), veterinarians, real inspectors, foremen carpenters, file and index clerks, medical inspectors of factories (industrial commission) shall be made from the residents of the judicial district in which the vacancy exists, except that from the eligible lists of clerks, junior clerks, bookkeepers, stenographers, pages, messengers, inspectors of masonry, watchmen, telephone operators, supervising factory inspectors, typewriter copyists, foremen carpenters, file and index clerks, certifications shall be made of names of residents of the first and second judicial districts for vacancies in state departments or institutions with offices in the borough of Manhattan, New York City.

Subject to the provisions of section 14 of the civil service law, certifications from the eligible list for position of special investigator, bureau of industries and immigration, industrial commission, shall be made by groups, as follows:

- Group I. Residents of the first, second and ninth judicial districts.
- Group II. Residents of the third and fourth judicial districts.
- Group III. Residents of the fifth and sixth judicial districts.
- Group IV. Residents of the seventh and eighth judicial districts.

Subject to the provisions of section 14 of the civil service law, certification from the eligible list for the position of superintendent, bureau of employment, industrial commission, shall be made by groups as follows:

- Group I. Residents of the first judicial district.
- Group II. Residents of the second judicial district.
- Group III. Residents of the third and fourth judicial districts.
- Group IV. Residents of the fifth and sixth judicial districts.
- Group V. Residents of the seventh and eighth judicial districts.
- Group VI. Residents of the ninth judicial district.

Subject to the provisions of section 14 of the civil service law, certification from the eligible list, men or women, for the position of assistant superintendent, bureau of employment, industrial commission, shall be made by groups as follows:

- Group I. Brooklyn office, residents of the first, second and ninth judicial districts.
- Group II. Syracuse office, residents of the third, fourth and fifth judicial districts.
- Group III. Rochester office, residents of the sixth and seventh judicial districts.
- Group IV. Buffalo office, residents of the eighth judicial district.

Subject to the provisions of section 14 of the civil service law, certifications from the eligible list for the position of prison guard shall be made by groups, as follows:

- Group I. Sing Sing prison. Residents of the first, second and ninth judicial districts.
- Group II. Clinton and Great Meadow prisons. Residents of the third and fourth judicial districts.
- Group III. Auburn prison. Residents of the fifth, sixth, seventh and eighth judicial districts.

When the services to be performed in any position for which eligibles are to be certified from any of the eligible lists mentioned in this section, are confined to a locality outside of Albany county, the secretary shall certify from the proper eligible list the person or persons standing highest who are residents of the judicial district or districts, in which the service is located, but if there be no eligibles who are residents of such judicial district or districts, or if all such eligibles shall decline the appointment, the person or persons standing highest on the whole eligible list shall be certified unless it appears to the satisfaction of the commission that it is not practicable to appoint from outside of the judicial district or districts, in which case the general eligible list shall not be deemed a list of persons eligible for appointment.

For the purpose of certification under this regulation, the residence of any person shall be deemed to be the place stated by such person in his application to be his legal residence at the time such application is filed, but in case any person has removed from the county or judicial district in which he resided at the time of the filing of his application for examination, such person shall no longer be eligible to appointment from that county or district, but shall, after four months from receipt of notice of such change, be on the eligible list for the county or judicial district into which he has moved.

The state civil service commission may at any time investigate concerning any change in legal residence from county or judicial district, and, if it is not satisfied with the good faith of such change, may, upon due notice to the person affected, refuse to certify his name or to continue it upon the eligible list.

Regulation VIII. Accounts

1. All accounts for compensation as examiners or for preparation of questions or marking of answers and papers, or other expenses of examinations, shall be certified by the chief examiner.

2. All accounts for other expenses of the commission, except those for salaries and official expenses fixed by statute, and those certified as above by the chief examiner, shall be certified by the secretary.

3. All accounts certified by the chief examiner and secretary shall be approved by the commission before payment.

Regulation IX. Information

1. General abstracts from the provisions of the law, rules and regulations, and other pertinent matter will be published by the commission from time to time, for the information of appointing officers, applicants, candidates and others concerned.

2. The commission cannot undertake to answer inquiries relating to cases which are not officially before it for decision, nor can it decide, except in cases of actual candidates, questions respecting the application of the rules and regulations.

3. Particular answers cannot be given to inquiries which are answered expressly or by implication in published regulations or other similar documents.

4. The commission cannot give any information upon the following points: (a) regarding positions in the unclassified service or in the exempt class of the classified service; (b) regarding vacancies in any position existing or prospective; (c) regarding the duties of positions except as indicated by their classification; (d) regarding the personal interests of any intending or actual applicant, candidate or eligible.

5. The examination papers of a competitor will be exhibited only to the competitor or his duly authorized representative, or to the appointing officer to whom his name is certified.

6. Copies of questions used in examinations cannot be furnished except in cases where they are published by the commission for general information.

7. The qualifications of applicants and subjects of examination, as prepared from time to time, will be published, but in regard to certain positions in which vacancies are rare the nature and extent of the examinations may not be determined until vacancies occur.

8. Eligible lists may be published with the standing of the persons named in them, but under no circumstances will the names of persons passing below the minimum standing be published nor will their examination papers be exhibited or any information given about them, except as provided in the fifth section of this regulation.

Regulation X. Residence and Citizenship.

The restrictions of section 5 of rule IV and section 2 of rule IX as to residence and citizenship may be waived in the following cases:

(a) On account of low compensation:

Attendants, nurses and orderlies in asylums and hospitals and similar institutions.

(b) On account of professional or scientific requirements:

Positions as scientists, technical and trade instructors and positions requiring special training and education.

Regulation XI. Commutation for Board and Lodgings

The commutation for board and lodgings under section 12 of rule I shall be as follows:

In the state hospitals, charitable and reformatory institutions, \$12 per month, apportioned at the rate of \$3 per month for each meal and \$3 per month for lodging.

Regulation XII. Positions Classed as Laborers

The following positions are classified as laborers exempt from examination under rule V:

In all departments and institutions, skilled and unskilled laborers employed temporarily on work of repairs and construction and not constituting part of the regular force of the department or institution.

In the Agricultural Experiment Station at Geneva:

Goatherd.

In the State School of Agriculture and Domestic Science, Delhi:

Laborer.

In the New York State School of Agriculture at Morrisville:

Janitor and laborer, compensation not to exceed \$60 per month.

In the Bronx Parkway Commission:

Laborer or tree trimmer, compensation not to exceed \$3 per day; janitor.

In the office of the Comptroller:

Cleaner, New York office, compensation not to exceed \$2 per day when employed.

In the office of the State Engineer and Surveyor:

Guide in the North Woods; boatman; laborer; charwoman at not to exceed \$1.25 per day.

In the Department of the State Fair Commission:

Caretaker.

In the Department of Health:

Cleaner; stableman; laborer.

In the office of the Health Officer of the Port of New York:

Cleaner; laundress; laborer; laboratory helper; laboratory boy; deck hand; watchman, \$45 per month; cook; assistant cook; hospital ward helper; assistant in kitchen, laundry and dining room; painters' helper.

In the General Herkimer Home:

Caretaker, compensation not to exceed \$50 per month, without maintenance.

In the State Department of Highways:

Patrolman on improved highways, furnishing horse, wagon and necessary tools, compensation not exceeding \$91 per month; patrolman on improved highways, furnishing two horses and wagon, and necessary tools, compensation not exceeding \$5 per day; charwoman, compensation \$1.25 per day.

In the State Institute for the Study of Malignant Disease at Buffalo:
Maid.

In the office of the State Industrial Commission:

Cleaner for the New York office, at compensation not exceeding \$60 per month.

In the New York State Nautical School:

Carpenter; sailmaker; boilermaker; fireman; coalheaver; messman; seaman; captain of hold; cook; assistant cook; cabin steward; cabin boy; ward room steward; ward room boy; tailor; water tender; copper-smith; yeoman; machinist; assistant machinist; blacksmith.

In the office of the Commissioners of the State Reservation at Niagara:
Janitor; caretaker; scrub woman.

In the Department of the Commissioners of the Palisades Interstate Park:
Blacksmith; blacksmiths' helper; blaster; blasters' helper; carpenter; carpenters' helper; cook; crusherman; drill helper; drill runner; hostler; janitress; laborer; maid; mason; masons' helper; painter; pipe fitter; sawyer; stone layer.

In the Department of Public Buildings:

Laborer; cleaner; chief porter; porter; portress; roofer; rigger; seamstress; attendant, Executive Mansion; janitress, Geological Hall (wife of janitor); janitress, State House (wife of janitor); attendant in Senate cloak room during session of the legislature, at compensation not exceeding three dollars per day; laundress, Executive Mansion; forewoman.

In the office of the Public Service Commission, First District:

One porter for the commission offices; one porter for the sub-office of the commission, Brooklyn, compensation not to exceed \$2.50 per day; janitress; janitor.

In the Department of Public Works:

Patrolman, provided that the salary is less than \$100 per month, the employment is temporary and not to exceed the season of navigation, and the duties specified are such as to indicate the employee to be an ordinary unskilled laborer; locktender; watchman; cook; teamster; boat captain; boat commander; water boy; paver; feeder tender; carpenter; reservoir tender; pilot; fireman; cranesman; bridge tender; deck hand; painter; blacksmith; weighmaster; diver; janitor, laborer; mason, stonecutter and boss of gangs whose compensation does not exceed \$3.00 per day.

In the Department of the Reservation Commission at Saratoga Springs:
Park caretakers.

In the office of the Secretary of State:
Cleaner in the automobile bureau, \$1.25 per day.

In the University of the State of New York:
Cleaner; laborer; porter; apprentice to compositor; roofer; elevator repairman.

In the office of the Watkins Glen Reservation Commission:
Caretaker; woman attendant; laborer.

STATE COURTS

In the Appellate Division Court House, New York City:
Porter \$780 per annum.

In the Court of Appeals Library, Syracuse:
Janitress.

STATE NORMAL SCHOOLS

In the State Normal School at Brockport:
One watchman at a compensation not to exceed \$30 per month, without maintenance.

STATE CHARITABLE, PENAL AND REFORMATORY INSTITUTIONS

In the State Charitable and Reformatory Institutions:
Assistant farmer; assistant cook; barber; chambermaid; cloakmaker; coachman; cook; domestic; dressmaker; farm housekeeper; hosemaker; kitchen helper; laborer; launderer; laundress; seamstress; sewerage tender; teamster; waiter; waitress; also at the Soldiers and Sailors' Home, Bath, inmate sergeant-major, \$25 per month; inmate commissary-sergeant, inmate clerk headquarters, inmate clerk to cashier, inmate clerk to quartermaster, \$20 per month each; inmate employees whose compensation is not more than \$15 per month; and at the state reformatory at Elmira, head waiter.

In the State Hospitals:
Assistant barber; assistant butcher; assistant cook; assistant meatcutter; assistant shoemaker; assistant tailor; baker's helper; carpenters' helper; coachman; cook; chambermaid; domestic; driver; farmer; kitchen helper; knitter; laundress; laborer; looper; machine hand; masons' helper; plumbers' helper; porter; seamstress; soapmaker; steamfitters' helper; teamster; waitress; mate; deckhand; and in the Willard State Hospital, engineer, fireman, brakeman, trackman and conductor employed upon the railroad; assistant baker.

In Sing Sing Prison:
Stableman.

In the New York State Hospital for the Care of Crippled and Deformed Children at West Haverstraw:
Repairer.

COUNTY SERVICE

In the Albany County Almshouse:

Hostler; farmer; assistant farmer; cook; assistant cook; laborer; cleaner; nurse at compensation not to exceed fifteen dollars per month.

In the Albany County Building:

Cleaner; laborer.

In the office of the City Hal' Commission, Albany County:

Cleaner.

In the Albany County Library:

Laborer, compensation \$2.50 per day.

In the Albany County Penitentiary:

Cook; laborer.

In the office of the Sheriff, Bronx County:

Cook; cleaner.

In the office of Register, Bronx County:

Three laborers.

In the office of the Superintendent of the Poor, Chautauqua County:

Cook; teamster; laborer; domestic; farmer.

In the office of the Sheriff, Erie County:

Porter; waitress; cook; laundress.

In the Erie County Home and Hospital:

Baker; seamstress; assistant seamstress; cook; assistant cook; waitress; mason; matron (wife of keeper or deputy keeper); laundress; assistant laundress; manger; carpenter; chambermaid; farm laborer.

In the Erie County Lodging House:

Cook; assistant cook; matron (wife of superintendent).

In the office of the Board of Elections, Erie County:

Carpenter and mechanic at compensation not exceeding \$4.00 per day;
one foreman carpenter at compensation not exceeding \$4.50 per day.

In the Erie County Penitentiary:

Cook; baker; teamster; kitchen matron; prison matron (charge of laundry); prison matron (charge of sewing room); house matron (charge of housework); matron (wife of superintendent).

In the Department of the Trustees of the City and County Hall, Erie County:

Charwoman.

In the Summit View Tuberculosis Hospital, Fulton County:

Maid; laborer.

In the office of the Register, Kings County:

Keeper of coatroom.

In the office of the Sheriff, Monroe County:

Cook; servant; cleaner; washerwoman; matron (wife of sheriff); porter, not exceeding \$500 per annum.

In the Monroe County Court House:

Laborer; charwoman; porter.

In the office of the Superintendent of the Poor, Monroe County:

Farmer; farm laborer; cook; laundress; waitress; laundry helper; ward helper; seamstress.

In the Iola Sanatorium, Monroe County:

Ward helper; assistant cook; laborer; waitress; patient employees whose compensation is not more than \$20 per month.

In the Monroe County Penitentiary:

Farmer; domestic; cook; laundry helper.

In the Montgomery County Hospital for Tuberculosis:

Domestic; kitchen helper; laborer.

In the office of the Sheriff, Nassau County:

Cook.

In the office of the Register, New York County:

Four laborers, block index bureau, compensation not to exceed \$780 each per annum.

In the office of the Sheriff, New York County:

Six cleaners; two cooks; two assistant cooks; one laundress; two van drivers.

In the office of the Superintendent of the Poor, Niagara County:

Laborer; cook; fireman and washman; assistant nurse or orderly, salary not to exceed \$15 per month.

In the office of the Board of Supervisors, Niagara County:

Three laborers at county building, compensation not to exceed \$60 per month each.

In the Oneida County Hospital:

Kitchen helper; maid; laborer; seamstress.

In the office of the Sheriff, Oneida County:

Fireman at the jail at Utica; night man at the jail at Utica; matron at Utica jail (wife of sheriff); matron at Rome jail (wife of jailer); cook at the Utica jail.

In the office of the Superintendent of the Poor, Oneida County:

Attendant receiving less than \$30 per month and maintenance; seamstress; cook; waitress; laundress; teamster; butcher; laborer; domestic.

In the Onondaga County Court House:

Charwoman; laborer.

In the Coroner's office building, Onondaga County:

Laborer; charwoman.

In the Onondaga County Penitentiary:

Cook; laundress; pump tender; matron (wife of superintendent); one messenger at compensation not exceeding \$15 per month and maintenance.

In the office of the Superintendent of the Poor, Onondaga County:

Waitress; laundress; teamster; farmer; cook; seamstress; janitor; orderly; kitchen helper; kitchen girl; ward helper; laborer.

In the Onondaga County Tuberculosis Sanatorium:

Ward helper; waitress; assistant cook; laundress; seamstress; farmer; teamster; laborer.

In the Oak Mount Sanatorium, Ontario County:

Maid; waitress; laundress.

In the office of the Superintendent of the Poor, Orange County:

Hospital helper; laundress; laborer; baker and cook; workman.

In the office of the Sheriff, Orange County:

The matron (wife of sheriff); cook.

In the Odell Tuberculosis Sanatorium, Orange County:

Cook; laundress; assistant orderly; maid.

In the office of the Commissioners of the Home of the City and Town of Newburgh:

Chambermaid.

In the Oswego County Tuberculosis Hospital:

Maid; laborer; waitress.

In the office of the Sheriff, Queens County:

Cook; assistant cook; laundress.

In the office of the Board of Elections, Rensselaer County:

Janitress, compensation not to exceed \$30 per month.

In the office of the County Judge, Rensselaer County:

The janitress.

In the Court House and Annex, Rensselaer County:

The janitress, Supreme Court Justices' office.

In the Lakeview Sanitarium, Rensselaer County:

Domestic; cleaner.

In the department of the Sheriff, Rensselaer County:

Cook; assistant cook.

In the offices of the Surrogate, District Attorney, Assistant District Attorney, County Clerk, Superintendent of Highways and Acting Superintendent of the Poor, Rensselaer county:

Janitor or janitress for each office.

In the office of the Superintendent of the Poor, Rensselaer County:

Teamster; laborer; domestic; watchman; janitor.

In the office of the County Treasurer, Rensselaer County:

The janitress.

In the office of the Sheriff, Richmond County:

Cook; farm hand.

In the Tuberculosis Hospital, Saratoga County:

Laborer; maid; watchman, not to exceed \$20 per month.

In the Glen Ridge Sanatorium, Schenectady County:

Maid; laborer.

In the office of the Superintendent of the Poor, Suffolk County:

Farmer; fireman; cook; seamstress; general helper.

In the office of the Sheriff, Suffolk county:

Cook.

In the Edward Meany Sanatorium, Tompkins County:

Kitchen helper; house girl; laborer; orderly; laundress.

In the office of the Superintendent of the Poor, Ulster County:

Housekeeper; laundryman; cook; baker; kitchen helper; farm help; domestic; laborer.

In the office of the Sheriff, Westchester County:

Cook; caretaker of grounds.

In the office of the Superintendent of the Poor, Westchester County:

Cook; baker at compensation not exceeding \$15 per month.

In the office of the Board of Supervisors, Westchester County:

Janitress, oiler, Westchester county power house.

VILLAGE SERVICE

In the Village of Ossining:

Leveler on public dump; laborer or day workman.

In the Village of Peekskill:

Laborer or day workman; teamster with team.

In the Village of Port Chester:

Laborer or day workman; one janitor.

The omission of any position from the foregoing list shall not be deemed to exclude from the exempt class any position falling within the definition of "laborer" as given in rule I.

Regulation XIII. Municipal Inspection

The state civil service commission shall, by one or more of its members, or its secretary, or its chief examiner, officially visit each city in the state at least once in two years, and inquire into the method of the administration of the civil service law in such city, and ascertain whether the municipal commissioners and other city officials faithfully discharge their duties in respect to compliance with said law.

Regulation XIV. Temporary Appointments

Whenever an appointing officer desires to make a temporary appointment for a period exceeding one month, he shall notify the commission of the nature of the service required, term of employment and rate of compensation to be paid, and the commission shall certify to the appointing officer the names of the three persons standing highest upon the general eligible list, who, upon inquiry, are found willing to accept such temporary appointment, from whom a selection shall be made for the temporary service required.

Regulation XV. Leave of Absence

Any person holding a position in the competitive class for a period of at least three months may be granted a leave of absence without pay for a period not to exceed six months. A person who resigns or is removed from

the service while on leave of absence, or at the end of the six months period, shall not be eligible for reinstatement except within a period of one year from the date the leave of absence was granted. A person who has been out of the service on leave of absence within five months immediately preceding an examination for promotion will not be eligible to compete therein, unless otherwise ordered by the Commission, or to receive promotion within six months.

By the Commission,

Attest:

JOHN C. BIRDSEYE,

Secretary.

ALBANY, N. Y., *January 1, 1916.*

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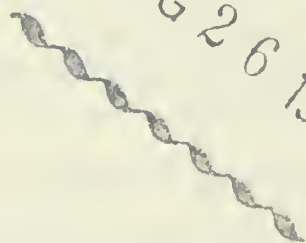
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